

COMMITTEE OF THE WHOLE

October 3, 2024

AGENDA

1. PUBLIC COMMENT
  
2. RESOLUTION IN NEED OF OFFER AND SUPPORT – Approving the minutes of the previous regular meeting of September 24, 2024.
  
3. ORDINANCE ON THE TABLE – ORDINANCE NO. 24-1824 – “An Ordinance to Amend the Licenses and Business Regulations Chapter (Chapter 12) of the Code of Ordinances of the City of Dearborn by Amending Section 12-6, Entitled ‘License Fees’.”  
RESOLUTION IN NEED OF OFFER AND SUPPORT – To take from the table for its final reading.
  
4. ORDINANCE ON THE TABLE – ORDINANCE NO. 24-1825 – “An Ordinance to Amend the Animals Chapter (Chapter 4) of the Code of Ordinances of the City of Dearborn by Amending Section 4-23, Entitled ‘License Required; Number of Dogs Allowed’.”  
RESOLUTION IN NEED OF OFFER AND SUPPORT – To take from the table for its final reading.
  
5. ORDINANCE ON THE TABLE – ORDINANCE NO. 24-1826 – “An Ordinance to amend the Streets, Sidewalks, and Other Public Places Chapter (Chapter 17) of the Code of Ordinance of the City of Dearborn by amending Article VI, Section 17-242 Entitled ‘Public Benefit Declared; Obligation of Property Owner’.”  
RESOLUTION IN NEED OF OFFER AND SUPPORT – To take from the table for its final reading.
  
6. CORPORATION COUNSEL – Recommending –  
ORDINANCE NO. 24-1827 – IN NEED OF INTRODUCTION.  
SYNOPSIS – “An Ordinance to Amend the Licenses and Business Regulations Chapter (Chapter 12) of the Code of Ordinances of the City of Dearborn by Amending Section 12-5, Entitled ‘License Year Renewal’.”  
RESOLUTION IN NEED OF OFFER AND SUPPORT – To table the Ordinance.

7. CORPORATION COUNSEL – Recommending –  
ORDINANCE NO. 24-1828 – IN NEED OF INTRODUCTION.  
SYNOPSIS – “An Ordinance to Amend the Parks and Recreation Chapter  
(Chapter 15) of the Code of Ordinances of the City of Dearborn by  
Amending Section 15-53, Entitled ‘Dog Park Use, Generally’.”  
RESOLUTION IN NEED OF OFFER AND SUPPORT – To table the Ordinance.
8. PURCHASING – Requesting to award a two-year contract, with up to three (3),  
one-year renewal options available to Johnson Controls, Inc., most  
responsive and responsible bid, in an amount not to exceed \$349,056.24  
for the initial two-year period for Mechanical Systems and Monthly  
Maintenance and Repair at the John B. O’Reilly Jr. West and Suzanne  
Sareini East buildings and requesting immediate effect. (19-4)
9. PURCHASING – Requesting to authorize a sole source contract with Tyler  
Technologies in the amount of \$50,758.02 for Ongoing Software  
Maintenance for the Utility Division’s Customer Information System for the  
period of October 1, 2024 through September 30, 2025 and requesting  
immediate effect. [2-568 (b) (6) b]
10. PARKS & RECREATION – Requesting to authorize a special event permit for the  
UAW Local 600 to host its annual “Trunk or Treat” event in the parking lot  
located at 10550 Dix on Saturday, October 26, 2024 from 5:00 p.m. to  
8:00 p.m. with assistance from the Police Department for road closures at  
Ferney/Dix and Ferney/Vernor; also requesting a noise waiver for the  
duration of the event and requesting immediate effect.
11. PARKS & RECREATION – Having no objections to the request of Divine Child  
High School to conduct their Annual Homecoming Parade on Friday,  
October 11, 2024 beginning at 6:00 P.M. with assistance from the  
Police Department for traffic control and an escort for the entire duration of  
the parade route, subject to reimbursement for City services, all applicable  
ordinances, and the rules and regulations of the Police Department; also  
requesting a noise waiver for the duration of the event and requesting  
immediate effect.
12. FINANCE – Requesting to authorize the Post-Employment Health Care Fund  
(OPEB) to file a securities litigation claim against PDD Holdings (PDD)  
and requesting immediate effect.

13. CORPORATION SOUNSEL – Recommending to adopt the Tentative Agreement between the City of Dearborn and the Police Officers Association of Michigan representing the Police Dispatch Supervisors effective July 1, 2024 through June 30, 2028 and requesting immediate effect.
14. MAYOR – Requesting concurrence in the appointment of Debra Guido Allen to the East Dearborn Downtown Development Authority with a term ending June 30, 2028 and requesting immediate effect.
15. MAYOR – Requesting concurrence in the appointment of Samera Ajami to the Zoning Board of Appeals with a term effective July 1, 2024 through June 30, 2027 and requesting immediate effect.

PUBLIC COMMENT WILL FOLLOW ANY WALK-ON ITEMS



## FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

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**REQUEST:** In order to protect the integrity of the investments made with monies ultimately intended to fund retiree healthcare benefits, the Finance Director is requesting that Council approve filing a securities litigation claim against PDD Holdings (PDD).

**DEPARTMENT:** Finance Department and Administration, in conjunction with Labaton Keller Sucharow (Labaton) Securities Monitoring Firm.

**BRIEF DESCRIPTION:** CR-1-27-19 engaged Labaton to identify and investigate possible securities-related fraudulent activity for the Chapter 21 and OPEB Funds.

A class action complaint has been filed against PDD Holdings for violations of the federal securities laws and Labaton is preparing to file a new complaint with an expanded class period the better encompasses the company's fraud.

Labaton is presenting the OPEB Fund with the ability to act as "Filing Plaintiff" for the new complaint. Doing so will substantially increase the likelihood that an institutional investor will be appointed "Lead Plaintiff", and the OPEB Fund would no longer have any involvement in this matter other than as a passive member of the class in any potential settlement.

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**PRIOR COUNCIL ACTION:** N/A

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**BACKGROUND:** OPEB has a securities monitoring agreement in place with Labaton. Labaton has discovered that there is potential for OPEB to recover in litigation relating to PDD Holdings, a company in which OPEB had an investment during the time period when the alleged improper or illegal actions took place.

Labaton estimates that the OPEB Fund incurred a loss of \$1,318 on the purchase of PDD; however, the current complaint on file will not protect OPEB's rights. If Labaton is allowed to file a case with the appropriate class period to cover OPEB, and if the case is successful, OPEB can submit a claim to get paid. Without filing, OPEB will not be eligible for any recovery.

Labaton assures that if they are allowed to file on behalf of OPEB, OPEB will not have to do anything further in this matter because another fund will step forward to run the case as lead plaintiff.

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**FISCAL IMPACT:** None

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**COMMUNITY IMPACT:** Protecting the integrity of the investments made with monies ultimately intended to fund retiree healthcare benefits.

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**IMPLEMENTATION TIMELINE:** Immediate effect is requested

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**COMPLIANCE/PERFORMANCE METRICS:** N/A.



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

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**TO:** City Council

**FROM:** City Administration

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Request for Post-Employment Health Care Fund (OPEB) to file securities litigation claim against PDD Holdings (PDD).

**DATE:** September 24, 2024

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### Budget Information

Project:	N/A
Adopted Budget:	N/A
Amended Budget:	N/A
Requested Amount:	N/A
Funding Source:	N/A
Supplemental Budget:	N/A

### Summary of Request

CR-1-27-19 engaged Labaton to identify and investigate possible securities-related fraudulent activity. A class action complaint has been filed against PDD for violations of the federal securities laws and Labaton is preparing to file a new complaint with an expanded class period the better encompasses the company's fraud.

Labaton is presenting the OPEB Fund with the ability to act as "Filing Plaintiff" for the new complaint. Doing so will substantially increase the likelihood that an institutional investor will be appointed "Lead Plaintiff", and the OPEB Fund would no longer have any involvement in this matter other than as a passive member of the class in any potential settlement.

In order to protect the integrity of the investments made with monies ultimately intended to fund retiree healthcare benefits, the Finance Director is requesting that Council approve filing a securities litigation claim against PDD Holdings (PDD).

### Background and Justification

On January 15, 2019, CR 1-27-19, City Council approved the engagement of securities monitoring firm Labaton Scharow. Labaton identifies and investigates any circumstances that may indicate fraudulent activity.

The only potential cost would be if the Retirement or OPEB Funds elect to pursue litigation, at which point fees would be on a contingency basis and negotiated with City Council prior to pursuing as "Lead Plaintiff" in any claim. Council would need to approve entering into litigation on any claim.

A class action complaint has been filed against PDD Holdings Inc., for violations of the federal securities laws on behalf of investors who purchased PDD securities between April 30, 2021 and June 25, 2024 (the "Filed Period"). Labaton is preparing a new complaint with an expanded class period that runs from April 30, 2021 to August 23, 2024 (the "Expanded Period"). Labaton estimates the OPEB Fund incurred a loss of \$1,318 on purchases of PDD during both the Filed Period and the Expanded Period.

S:\A-All Divisions\Meetings\Council-Finance Department Items\Memo



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

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Although the OPEB Fund's loss is small, it has the ability to act as "Filing Plaintiff" for the new complaint. If a new complaint does not get filed, there is a high risk that a retail investor may be appointed "Lead Plaintiff" in the action, which often leads to unfavorable results in these types of cases.

By initiating this new complaint as a "Filing Plaintiff", OPEB will substantially increase the likelihood that an institutional investor will be appointed "Lead Plaintiff", which would lead to a stronger litigation effort on behalf of the class of harmed investors and likely result in a better outcome for the class.


After acting as filing plaintiff on the new complaint, OPEB would no longer have any involvement in this matter other than as a passive member of the class in any potential settlement.

Immediate effect is requested

### Procurement Process

N/A

### Prepared By:

DocuSigned by:  
  
\_\_\_\_\_  
Robert Festerman, Pension Administrator

### Department Approval:

DocuSigned by:  
  
\_\_\_\_\_  
Michael Kennedy, Finance Director/Treasurer

### Corporation Counsel Approval:

DocuSigned by:  
  
\_\_\_\_\_  
Jeremy Romer, Corporation Counsel

**REVISED after 9/24/24 Council Meeting**



# LAW

## EXECUTIVE SUMMARY AND MEMORANDUM

**REQUEST:** Amend Sec. 4-23 of the Code of Ordinances, commonly referred to as the “Dog Licensing Ordinance.”

**(A companion amendment is also being made to Sec. 12-6 to reflect the fee change for the license)**

**DEPARTMENT:** Law and Clerk

**BRIEF DESCRIPTION:** The proposed amendments are being made to align with the recently approved animal shelter contract, and to incorporate changes requested by Council at the 9/19/24 COW. The proposed changes do the following:

1. Allow the animal shelter to accept applications for a dog license to align with paragraph #3 of the animal shelter contract, which authorizes the shelter to issue and collect license fees on behalf of the City.
2. Create three types of dog licenses (standard one-year, three-year, and automatic renewal)
3. Create tiered application fees depending on whether the dog is sterilized or microchipped (a companion amendment is also being made to Sec. 12-6 to reflect this revised fee).
4. Add definition for “sterilized” and “sterilization”.
5. Amends license expiration date to March 1 to comply with state law.
6. Delayed effective date of March 1, 2025

**PRIOR COUNCIL ACTION:** Sec. 4-23 was previously amended in 2023 to limit the number of dogs a person can own in the City to a total of three (3), with limited exceptions.

**BACKGROUND:** The recently approved animal shelter contract contains a provision that gives the shelter authority to issue and collect dog license fees on behalf of the City. The shelter will apply a credit against any City fees under the contract for the full amount of any license fee collected.

The proposed amendment is needed to give the shelter this authority under City Code.

**FISCAL IMPACT:** N/A

**COMMUNITY IMPACT:** Should streamline the license application process and allow residents to apply for a license at the same time they adopt and take possession of the dog.

**IMPLEMENTATION TIMELINE:** This is an ordinance amendment and takes two readings to be adopted.

**COMPLIANCE/PERFORMANCE METRICS:** N/A



**LAW**

## EXECUTIVE SUMMARY AND MEMORANDUM

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**REVISED after 9/24/24 Council Meeting**

**TO:** City Council

**FROM:** Corporation Counsel and Clerk

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Amending the City’s Dog Licensing Ordinance, Sec. 4-23, to give the animal shelter authority to accept applications for dog licenses and make additional changes

**DATE:** September 24, 2024 (Submitted September 9 and 23, 2024)

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### **I. BACKGROUND**

The application process for a dog license in the City is regulated by Code of Ord. Sec. 4-23, commonly referred to as the “Dog License (or Licensing) Ordinance.” Under the current Ordinance, only the City Clerk has authority to issue a dog license.

The recently approved contract with the animal shelter contains a provision giving the shelter authority to “issue and collect dog license fees on behalf of the City.” The shelter will apply a credit against any City fees under the contract for the full amount of any license fee collected.

The proposed amendment is necessary to formally give the animal shelter authority to accept applications and issue licenses.

In addition, the animal shelter proposed several changes to the duration of licenses offered and the fees assessed depending on whether the dog is sterilized and microchipped.

Finally, the license expiration date is being changed from March 31 to March 1 to comply with the Dog Law of 1919, Act 339 of 1919. Under the Act, MCL 287.266(3), a dog license can only expire annually or every three years on March 1 or June 1, or annually or every three years by the last day of the month of the dog’s current rabies vaccination.

### **II. PROPOSED AMENDMENTS**

The proposed amendments to Ord. Sec. 4-23 make the following changes:

1. Allows the animal shelter to accept applications for a dog license to align with paragraph #3 of the animal shelter contract, which authorizes the shelter to issue and collect license fees on behalf of the City. (See *attached*, Sec. 4-23(b)(2)).





# LAW EXECUTIVE SUMMARY AND MEMORANDUM

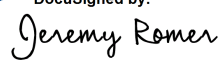
2. Creates three types of dog licenses (standard one-year, three-year, and automatic renewal).
  - Applicants must provide proof of current rabies vaccination to qualify for each license.
  - Under the “automatic renewal” license, the license expires on March 1 annually or every three years depending on the length of the rabies vaccination (1 or 3 years). The license can be renewed (with no additional fee) as long as the owner provides proof of current rabies vaccination no later than March 1 of the expiring year (so either annually or tri-annually).
  - This renewal requirement complies with the requirements under state law that a license have an expiration date of 1 or 3 years, or annually or every three years by the last day of the month of the dog’s current rabies vaccination. (See MCL 287.266(3) and MCL 287.269 of the “Dog Law of 1919”)
3. Creates tiered application fees depending on whether the dog is sterilized or microchipped (a companion amendment is also being made to Sec. 12-6 to reflect this revised fee).
4. Adds a definition for “sterilized” and “sterilization”.
5. Amends license expiration date to March 1 to comply with the “Dog Law of 1919”, MCL 287.266(3).
6. Has a delayed effective date of March 1, 2025.

A copy of the revised Ordinance with strikeouts and a clean copy are attached for review.

Respectfully submitted,

DocuSigned by:  
  
 4FEFF229CD984BA...  
 BRADLEY J. MENDELSON  
 DEPUTY CORPORATION COUNSEL

APPROVAL/CONCURRENCE:

DocuSigned by:  
  
 E7A573BA25E3460...  
 JEREMY J. ROMER  
 CORPORATION COUNSEL

GEORGE DARANY  
CITY CLERK

**AMENDED**

Original amendments in red

Amendments following 9/19/24 COW in blue

Amendments following 9/24/24 Council Meeting in purple

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND SECTION 4-23 OF CHAPTER 4 OF THE CODE OF THE CITY OF DEARBORN, ENTITLED "LICENSE REQUIRED; NUMBER OF DOGS ALLOWED."**

**THE CITY OF DEARBORN ORDAINS TO:**

**Amend Chapter 4 of the Code of the City of Dearborn by amending Sec. 4-23 to read as follows:**

Sec. 4-23. - License required; number of dogs allowed.

(a) *License required.* It shall be unlawful for any person to own, possess, keep or harbor a dog six (6) months old and over within the limits of the city without first having obtained a license therefor from the city clerk, and without first fully complying with all the provisions of this article and any and all rules and regulations promulgated and established by the health officer of the city relative to the keeping or harboring of dogs; provided, however, that all persons moving into, with the intention of permanently establishing their residence within, the corporate limits of the city and owning, keeping, harboring or possessing any dog or dogs six (6) months old and over shall apply forthwith to the city clerk for a dog license if the animal has not been licensed for the current year elsewhere in the state. If such animal has been thus licensed, such owner shall register such animal with the city clerk.

(b) *Application.* The application for a license under this article shall be made with the city clerk unless otherwise indicated, and shall be accompanied with proof that the dog has been vaccinated against rabies by a valid certificate of vaccination for rabies signed by an accredited and licensed veterinarian, and payment of a nonrefundable fee identified in Section 12-6 of the Code of Ordinances based on the type of license and whether the dog is sterilized and microchipped.

(1) *License types.* Beginning April March 1, 2025, there shall be three types of dog licenses available:

- a. *Standard license (1-year license).* This license expires annually on March 31 and requires proof of current rabies vaccination that lasts a minimum of one year, signed by an accredited and licensed veterinarian.

- b. *3-year license.* This license expires three years after it is issued on March 31 of the third year, and requires proof of current rabies vaccination that lasts a minimum of three years signed by an accredited and licensed veterinarian.
- c. ~~*Lifetime license with automatic renewal (no additional fee).*~~ This license is only available for dogs that have been sterilized and microchipped. ~~Subject to the exceptions below, there is no~~ The expiration date of the license shall correlate with subsections (1)a or (1)b above ~~after it is issued and requires proof of rabies vaccination that lasts a minimum of three years, signed by an accredited and licensed veterinarian, and is subject to the following:~~

- ~~i. The dog's owner must resubmit proof of current rabies vaccination in accordance with the expiration of the vaccination after the license is issued, and no later than March 31 of the expiration year. The rabies vaccination must be signed by an accredited and licensed veterinarian.~~
- i. If proof of current rabies vaccination is not in accordance with either subsection (1)a or (1)b above ~~submitted by March 31 of the expiring year, the lifetime license shall be considered expired and void and the owner shall reapply for a new dog license as indicated in this ordinance.~~

(2) *Application to animal shelter.* The application for a license under this article may also be made with the Friends for Animals of Metro Detroit (aka, "animal shelter") subject to the following:

- a. Application shall be made on forms approved by the city clerk.
- b. Application shall be accompanied with proof that the dog has been vaccinated against rabies by a valid certificate of vaccination for rabies signed by an accredited and licensed veterinarian, and payment of a nonrefundable fee identified in Section 12-6 of the Code of Ordinances.
- c. The city clerk or animal shelter shall provide a copy of the official license and, if applicable, license tag to the applicant subject to the terms and conditions of this Ordinance.

(3) *Fee reduction with proof of ~~spay or neuter~~ sterilization and microchipping.* If the applicant provides proof that their dog has been ~~spayed or neutered~~ sterilized or microchipped at the time of application, the reduced nonrefundable fees identified in Section ~~12/6~~ 12-6 of the Code of Ordinances will be applied.

(4) *Sterilization or sterilized.* As used in this ordinance, the terms "sterilization" or "sterilized" shall mean a dog that is spayed or neutered.

(c) *Number of dogs allowed.* It shall be unlawful for any person to own, possess, shelter, keep, harbor, or maintain more than three (3) dogs that are six (6) months of age or older at or within any one residence, dwelling, or legal property boundary, at any given time.

Exceptions to subsection (c).

(1) This provision shall not apply to duly licensed pet shops, kennels [Zoning Ord. Secs. 1.03 and 7.02(J)], veterinarians, veterinarian hospitals, doggie day cares, and/or boarding facilities.

(2) This provision shall not apply to short-term dog fostering at a residence, dwelling, or legal property boundary under the following conditions:

a. For the purposes of this subsection, “dog fostering” shall mean a situation where a person takes temporary ownership of a dog to provide care and shelter for the dog.

b. No more than two (2) dogs may be fostered at any one time, including in residence, dwelling, or legal property boundaries that already have three (3) dogs licensed under this section.

c. The length any one dog is fostered may not exceed three (3) months at any particular residence, dwelling, or legal property boundary.

d. Under this exception, all dogs at the residence, dwelling, or legal property, including the dogs being fostered, must be licensed under this section at all times.

e. Contact information of the agency that provided the fostered dog, including a contact name and phone number, shall be kept at the residence, dwelling, or legal property boundary and provided if requested by an enforcement official.

(3) This provision shall not apply to short-term dog sitting under the following conditions:

a. For the purposes of this subsection, “dog sitting” shall mean a situation where a dog is temporarily left at a residence, dwelling, or legal property boundary that is different from that of the dog’s owner or different from the address listed on the dog’s license.

b. The period of dog sitting under this exception shall not exceed seven (7) consecutive days.

c. Under this exception, no more than five (5) dogs shall be allowed at any one residence, dwelling, or legal property boundary.

d. Under this exception, the dog being temporarily placed for dog sitting purposes must be licensed under this section.

(d) *Penalty.* A person who violates this section shall be subject to the following penalties:

(1) First violation shall be a civil infraction punishable by a fine of \$75.00.

(2) Second violation shall be a civil infraction punishable by a fine of \$100.00.

(3) Third and subsequent violations shall be a misdemeanor punishable by up to 93 days in jail, a fine of up to \$500.00, or a combination of both.

(e) *Appeals*. Appeals of any of the regulations of subsection (c) or of any administrative interpretations and decisions from those regulations shall be made to City Council as follows:

(1) Application for appeal. An appeal from the regulations of subsection (c) shall be made by filing with the Council Office a written notice of appeal specifying the grounds of the appeal and the relief sought. If an appeal is being made from an administrative interpretation or decision, application shall be made within 20 calendar days after the decision, ruling, interpretation, notice, or order complained of in the same manner.

An application for appeal shall be based on a claim of one or more of the following:

a. That the true intent of the regulations in subsection (c) have been incorrectly interpreted;

b. That the provisions of subsection (c) do not fully apply;

c. That the requirements of subsection (c) are adequately satisfied by other means; or

d. That the strict application of any requirements of subsection (c) would cause undue hardship;

(2) Scope and procedure of appeal. The appeal procedure is intended to provide limited relief from the requirements of subsection (c) in cases where strict application of a particular requirement shall create an unnecessary hardship. This procedure is intended to address extraordinary, exceptional, or unique situations that were not caused by an act or omission of the applicant. Relief is not to be granted merely on the basis of inconvenience or financial burden.

(3) Other than subsection (c), no other provisions of this section are appealable to Council.

(f) Subsections (c) and (e) shall take effect on April 1, 2024.

(Ord. No. 81-64, § 1, 11-4-81; Ord. No. 13-1407, 8-13-13; Ord. No. 22-1724, 2-8-22; Ord. No. 22- 1777, 10-25-22; Ord. No. 23-1795, 8-22-23)

**AMENDED "CLEAN VERSION"**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND SECTION 4-23 OF CHAPTER 4 OF THE CODE OF THE CITY OF DEARBORN, ENTITLED "LICENSE REQUIRED; NUMBER OF DOGS ALLOWED."**

**THE CITY OF DEARBORN ORDAINS TO:**

**Amend Chapter 4 of the Code of the City of Dearborn by amending Sec. 4-23 to read as follows:**

Sec. 4-23. - License required; number of dogs allowed.

(a) *License required.* It shall be unlawful for any person to own, possess, keep or harbor a dog six (6) months old and over within the limits of the city without first having obtained a license therefor from the city clerk, and without first fully complying with all the provisions of this article and any and all rules and regulations promulgated and established by the health officer of the city relative to the keeping or harboring of dogs; provided, however, that all persons moving into, with the intention of permanently establishing their residence within, the corporate limits of the city and owning, keeping, harboring or possessing any dog or dogs six (6) months old and over shall apply forthwith to the city clerk for a dog license if the animal has not been licensed for the current year elsewhere in the state. If such animal has been thus licensed, such owner shall register such animal with the city clerk.

(b) *Application.* The application for a license under this article shall be made with the city clerk unless otherwise indicated, and shall be accompanied with proof that the dog has been vaccinated against rabies by a valid certificate of vaccination for rabies signed by an accredited and licensed veterinarian, and payment of a nonrefundable fee identified in Section 12-6 of the Code of Ordinances based on the type of license and whether the dog is sterilized and microchipped.

(1) *License types.* Beginning March 1, 2025, there shall be three types of dog licenses available:

- a. *Standard license (1-year license).* This license expires annually on March 31 and requires proof of current rabies vaccination that lasts a minimum of one year, signed by an accredited and licensed veterinarian.
- b. *3-year license.* This license expires three years after it is issued on March 1 of the third year, and requires proof of current rabies

vaccination that lasts a minimum of three years signed by an accredited and licensed veterinarian.

- c. *License with automatic renewal (no additional fee).* This license is only available for dogs that have been sterilized and microchipped. The expiration date of the license shall correlate with subsections (1)a or (1)b above and is subject to the following:
  - i. If proof of current rabies vaccination is not in accordance with either subsection (1)a or (1)b, the license shall be considered expired and void and the owner shall reapply for a new dog license as indicated in this ordinance.

(2) *Application to animal shelter.* The application for a license under this article may also be made with the Friends for Animals of Metro Detroit (aka, “animal shelter”) subject to the following:

- a. Application shall be made on forms approved by the city clerk.
- b. Application shall be accompanied with proof that the dog has been vaccinated against rabies by a valid certificate of vaccination for rabies signed by an accredited and licensed veterinarian, and payment of a nonrefundable fee identified in Section 12-6 of the Code of Ordinances.
- c. The city clerk or animal shelter shall provide a copy of the official license and, if applicable, license tag to the applicant subject to the terms and conditions of this Ordinance.

(3) *Fee reduction with proof of sterilization and microchipping.* If the applicant provides proof that their dog has been sterilized or microchipped at the time of application, the reduced nonrefundable fees identified in Section 12-6 of the Code of Ordinances will be applied.

(4) *Sterilization or sterilized.* As used in this ordinance, the terms “sterilization” or “sterilized” shall mean a dog that is spayed or neutered.

(c) *Number of dogs allowed.* It shall be unlawful for any person to own, possess, shelter, keep, harbor, or maintain more than three (3) dogs that are six (6) months of age or older at or within any one residence, dwelling, or legal property boundary, at any given time.

Exceptions to subsection (c).

(1) This provision shall not apply to duly licensed pet shops, kennels [Zoning Ord. Secs. 1.03 and 7.02(J)], veterinarians, veterinarian hospitals, doggie day cares, and/or boarding facilities.

(2) This provision shall not apply to short-term dog fostering at a residence, dwelling, or legal property boundary under the following conditions:

a. For the purposes of this subsection, “dog fostering” shall mean a situation where a person takes temporary ownership of a dog to provide care and shelter for the dog.

b. No more than two (2) dogs may be fostered at any one time, including in residence, dwelling, or legal property boundaries that already have three (3) dogs licensed under this section.

c. The length any one dog is fostered may not exceed three (3) months at any particular residence, dwelling, or legal property boundary.

d. Under this exception, all dogs at the residence, dwelling, or legal property, including the dogs being fostered, must be licensed under this section at all times.

e. Contact information of the agency that provided the fostered dog, including a contact name and phone number, shall be kept at the residence, dwelling, or legal property boundary and provided if requested by an enforcement official.

(3) This provision shall not apply to short-term dog sitting under the following conditions:

a. For the purposes of this subsection, “dog sitting” shall mean a situation where a dog is temporarily left at a residence, dwelling, or legal property boundary that is different from that of the dog’s owner or different from the address listed on the dog’s license.

b. The period of dog sitting under this exception shall not exceed seven (7) consecutive days.

c. Under this exception, no more than five (5) dogs shall be allowed at any one residence, dwelling, or legal property boundary.

d. Under this exception, the dog being temporarily placed for dog sitting purposes must be licensed under this section.

(d) *Penalty.* A person who violates this section shall be subject to the following penalties:

(1) First violation shall be a civil infraction punishable by a fine of \$75.00.

(2) Second violation shall be a civil infraction punishable by a fine of \$100.00.

(3) Third and subsequent violations shall be a misdemeanor punishable by up to 93 days in jail, a fine of up to \$500.00, or a combination of both.

(e) *Appeals.* Appeals of any of the regulations of subsection (c) or of any administrative interpretations and decisions from those regulations shall be made to City Council as follows:

(1) Application for appeal. An appeal from the regulations of subsection (c) shall be made by filing with the Council Office a written notice of appeal specifying the grounds of the appeal and the relief sought. If an appeal is being made from an administrative



interpretation or decision, application shall be made within 20 calendar days after the decision, ruling, interpretation, notice, or order complained of in the same manner.

An application for appeal shall be based on a claim of one or more of the following:

- a. That the true intent of the regulations in subsection (c) have been incorrectly interpreted;
- b. That the provisions of subsection (c) do not fully apply;
- c. That the requirements of subsection (c) are adequately satisfied by other means; or
- d. That the strict application of any requirements of subsection (c) would cause undue hardship;

(2) Scope and procedure of appeal. The appeal procedure is intended to provide limited relief from the requirements of subsection (c) in cases where strict application of a particular requirement shall create an unnecessary hardship. This procedure is intended to address extraordinary, exceptional, or unique situations that were not caused by an act or omission of the applicant. Relief is not to be granted merely on the basis of inconvenience or financial burden.

(3) Other than subsection (c), no other provisions of this section are appealable to Council.

(f) Subsections (c) and (e) shall take effect on April 1, 2024.

(Ord. No. 81-64, § 1, 11-4-81; Ord. No. 13-1407, 8-13-13; Ord. No. 22-1724, 2-8-22; Ord. No. 22- 1777, 10-25-22; Ord. No. 23-1795, 8-22-23)



# LAW

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REQUEST:** Amend Sec. 12-5 of the Code of Ordinances for dog license expiration

**(Companion amendments are also being made to Secs. 4-23, 12-6 and 15-53)**

---

**DEPARTMENT:** Law and Clerk

---

**BRIEF DESCRIPTION:** The proposed amendment is being made to update the expiration date for dog licenses to align with state law. Currently, dog licenses expire annually on March 31.

Under state law dog licenses can only expire on the following dates:

- March 1 every year or every third year
- June 1 every year or every third year
- Annually by the last day of the month of the dog's current rabies vaccination
- Tri-annually by the last day of the month of the dog's current rabies vaccination

(See MCL 287.266(3) of the Dog Law of 1919, Act 339 of 1919)

The proposed amendment changes the expiration date for dog licenses to March 1 annually, unless otherwise stated in the Code.

---

**PRIOR COUNCIL ACTION:** Sec. 12-5 was previously amended in late 2023/early 2024 to change the expiration date for dog licenses from February 28 to March 31.

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**BACKGROUND:** Amendment is being made to ensure the expiration date for dog licenses complies with state law. Companion amendments are also being made to Secs. 4-23, 12-6 and 15-53 to reflect this change and modify the expiration date for dog licenses and dog park permits.

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**FISCAL IMPACT:** N/A

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**COMMUNITY IMPACT:** N/A

---

**IMPLEMENTATION TIMELINE:** This is an ordinance amendment and requires two readings to be adopted.

---

**COMPLIANCE/PERFORMANCE METRICS:** N/A



# LAW

## EXECUTIVE SUMMARY AND MEMORANDUM

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**TO:** City Council

**FROM:** Corporation Counsel and Clerk

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Amending Sec. 12-5 to change the expiration date for dog licenses to March 1 to align with state law

**DATE:** September 26, 2024

---

### I. BACKGROUND

In late 2023/early 2024, Council amended Sec. 12-5 so dog licenses expire annually on March 31. This was done at the Clerk’s request, along with an amendment to Sec. 15-53, so the expiration dates for both dog licenses and dog park permits were the same.

Under MCL 287.266(3) of the Dog Law of 1919, Act 339 of 1919, dog licenses can only expire at the following times:

- March 1 every year or every third year
- June 1 every year or every third year
- Annually by the last day of the month of the dog’s current rabies vaccination
- Tri-annually by the last day of the month of the dog’s current rabies vaccination

Amendments to Ord. Secs. 4-23, 12-6 and 15-53 are also being brought forward with the same amendment to the license expiration date


### II. PROPOSED AMENDMENTS

The proposed amendments to Sec. 12-5 change the expiration date for dog licenses to March 1 unless otherwise stated in the Code. The “unless otherwise stated” language is being added because Secs. 4-23 and 12-6 are being amended to allow for 1-year and 3-year licenses depending on the length of the rabies vaccination, and both ordinance sections are specifically referenced in the update. A copy of the revised Ordinance is attached for review.

Respectfully submitted,

DocuSigned by:  
  
 4FEFF229CD984BA  
**BRADLEY J. MENDELSON**  
 DEPUTY CORPORATION COUNSEL

APPROVAL/CONCURRENCE:

DocuSigned by:  
  
 E7A573BA25E3460  
**JEREMY J. ROMER**  
 CORPORATION COUNSEL

Signed by:  
  
 A905BB7BAC464DC  
**GEORGE DARANY**  
 CITY CLERK

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND SECTION  
12-5 OF CHAPTER 12 OF THE CODE OF  
THE CITY OF DEARBORN, ENTITLED  
“LICENSE YEAR; RENEWAL.”**

**THE CITY OF DEARBORN ORDAINS TO:**

**Amend Chapter 12 of the Code of the City of Dearborn by amending Sec. 12-5 to read as follows:**

Sec. 12-5. - License year; renewal.

(a) Except as otherwise provided in this chapter, every license issued by the clerk shall be for a period of one full year commencing with the date of issuance of the first license.

(b) Renewal notices will be mailed to all licensees by the city clerk prior to the expiration of the license. The licensee must enclose payment with his renewal notice and return it to the city clerk prior to the expiration date in order to have his license renewed for another year. License renewals may be effected by mail up to the expiration date of the license; after that date the licensee must renew in person. Licensees who renew more than seven days late will be assessed a ten percent penalty on the total cost of the license.

(c) The following licenses will expire on December 1 annually: distributor, distributor equipment, hauling vehicle, junk dealer vehicle, motor bus, exhibitors, moving van, fuel oil truck, and vendor vehicle. Dog licenses shall expire on March 31 annually **unless otherwise stated in this chapter or the Code (See Ord. Secs. 4-23 and 12-6 specifically)**. The following licenses shall expire on December 31 annually: building contractor, building contractor registration, building subcontractor registration, concrete contractor, electrical contractor registration, excavating contractor and equipment, tank installer, fire repair contractor, mechanical contractor registration (heating, cooling, ventilation, refrigeration), plumbing contractor registration, sign/awning erector contractor, tent erector contractor, and drainlayer contractor. Registration of reciprocal licenses will expire at the time the original license expires.

(Ord. No. 81-25, § 4, 6-2-81; Ord. No. 84-308, 7-3-84; Ord. No. 05-1040, 6-6-05; Ord. No. 23-1803, 10-10-23)

**REVISED after 9/24/24 Council Meeting**



**LAW**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REQUEST:** Amend Sec. 12-6 of the Code of Ordinances for dog license fee

**(A companion amendment is also being made to Sec. 4-23)**

---

**DEPARTMENT:** Law and Clerk

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**BRIEF DESCRIPTION:** The proposed amendments are being made to update the licensing fee, align with proposed changes to Ord. Sec. 4-23, and incorporate changes requested by Council at the 9/19/24 COW:

1. Create a tiered fee structure for three types of licenses – (1) standard one-year license; (2) three-year license; and (3) license with automatic renewal (no fee).
2. All license types require proof of rabies vaccination.
3. Tiered fee structure based on whether dog is sterilized and microchipped.
4. Fees and types of licenses go into effect on April 1, 2025.

---

**PRIOR COUNCIL ACTION:** Sec. 12-6 was previously amended in 2023 to add a \$3 processing fee for mailing the license and tag.

---

**BACKGROUND:** Most communities offer a reduced license fee for dogs that are spayed or neutered. An amendment making this and other changes to Sec. 4-23 is being presented as a separate item. Sec. 12-6 also needs to be amended to reflect the amended fee.

---

**FISCAL IMPACT:** Fee increase will defray administrative costs associated with processing/issuing dog licenses. Reduced fees for sterilized and microchipped dogs provide incentive for residents.

---

**COMMUNITY IMPACT:** Increases the overall fee for a dog license and offers a discount for applicants that have their dog(s) sterilized and microchipped.

---

**IMPLEMENTATION TIMELINE:** This is an ordinance amendment and takes two readings to be adopted.

---

**COMPLIANCE/PERFORMANCE METRICS:** N/A



**LAW**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REVISED after 9/24/24 Council Meeting**

**TO:** City Council

**FROM:** Corporation Counsel and Clerk

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Amending Sec. 12-6 to increase the fee for a dog license and offer a reduced fee for applicants whose dog is spayed or neutered at the time of application.

**DATE:** September 24, 2024 (submitted September 9 and 23, 2024)

---

### **I. BACKGROUND**

Ord. Sec. 4-23 regulates the application process for dog licenses and is being amended to align with the recently approved animal shelter contract (See Executive Summary and Memo for Sec. 4-23).

The proposed amendments to Sec. 4-23 include: a reduced application fee for dogs that are sterilized and microchipped; three license options for one-year (standard), three-year, and automatic renewal (no fee); effective date of March 1, 2025 for the changes.

Ord. Sec. 12-6 establishes the fee for a dog license and must be amended to reflect the amended application fee.

### **II. PROPOSED AMENDMENTS**

The proposed amendments to Ord. Sec. 12-6 make the following changes:

1. Create a tiered fee structure for three types of licenses – (1) standard one-year license; (2) three-year license; and (3) license with automatic renewal (no fee).
2. All license types require proof of rabies vaccination.
3. Tiered fee structure based on whether dog is sterilized and microchipped.
4. Delayed effective date of March 1, 2025.

A copy of the revised Ordinance with strikeouts and a clean copy are attached for review.



**LAW**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

Respectfully submitted,

DocuSigned by:

*Bradley Mendelsohn*

4FEFF229CD984BA...

**BRADLEY J. MENDELSON**  
**DEPUTY CORPORATION COUNSEL**

APPROVAL/CONCURRENCE:

DocuSigned by:

*Jeremy Romer*

E7A573BA25E3460...

**JEREMY J. ROMER**  
**CORPORATION COUNSEL**

**GEORGE DARANY**  
**CITY CLERK**

**AMENDED**

Original amendments in red

Amendments following 9/19/24 COW in blue

Amendments following 9/24/24 Council Meeting in purple

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND SECTION  
12-6 OF CHAPTER 12 OF THE CODE OF  
THE CITY OF DEARBORN, ENTITLED  
“LICENSE FEES.”**

**THE CITY OF DEARBORN ORDAINS TO:**

**Amend Chapter 12 of the Code of the City of Dearborn by amending Sec. 12-6 to read as follows:**

Sec. 12-6. - License fees.

The various businesses, trades, occupations or professions enumerated in this section shall pay a license fee as established in this schedule. Unless otherwise specified, the fee shall be on an annual basis. The fee for replacement of lost or duplicate licenses shall be half the annual fee, or \$40.00, whichever is less, unless otherwise indicated in this schedule.

Amusement	\$50.00
Apartment (ten or less units)	100.00
Apartment (more than ten units), per unit	10.00
Athletic club	100.00
Auctioneer (single-day)	25.00
Auctioneer (annual)	100.00
Automobile parts and accessories (new or used)	50.00
Awning erector	50.00
Bed and breakfast	300.00
Billiard room (each table)	10.00
Block party	25.00
Boiler operator, high-pressure	50.00
Boiler operator, low-pressure	40.00
Bowling alley	100.00
Building contractor	40.00



Building contractor registration	40.00
Building subcontractor registration	40.00
Card or game room	50.00
Carnival	300.00
Carnival deposit (for grounds cleanup)	1,500.00
Concrete contractor	50.00
Chief powerhouse stationary engineer	100.00
Christmas trees	150.00
Circus	300.00
Circus deposit (for grounds cleanup)	1,500.00
Coffeehouse	50.00
Concrete supplier	250.00
Distributor, vending machine	40.00
Distributor equipment, each machine; not amusement devices	20.00
Distributor, amusement device only	300.00

Dog (1-year license, expires March 31)

The following fees take effect April March 1, 2025:

- ~~40.00~~ \$20.00 for unsterilized dog with no microchip, ~~or \$10.00 for spayed or neutered dogs~~
- \$15 for unsterilized dog with a microchip
- \$10 for sterilized dog with microchip

Dog (3-year license, expires March 31)

The following fees take effect April March 1, 2025:

- \$60 for unsterilized dog with no microchip
- \$45 for unsterilized dog with a microchip
- \$30 for sterilized dog with a microchip

Dog (lifetime license, no expiration [license with automatic renewal-(no additional fee)])

The following fee takes effect April March 1, 2025:

- \$100 with microchip

+ A 3.00 processing fee will be added for mailing any dog license and tag.

Drain layer contractor	50.00
Drive-in theater	600.00
Electrical contractor registration	40.00
Escrow license, type	40.00
Exhibitor (expires December 1)	75.00
Exhibitor equipment (each amusement device, expires December 1)	50.00
Explosives contractor	35.00
Fire repair contractor	50.00
Fire sale (30 days only)	75.00
Fire sale renewal (maximum of 2)	75.00
Flea market	250.00
Food establishment	140.00
31-50 seats	192.00
51-100 seats	237.00
101-150 seats	280.00
More than 150 seats	315.00
Satellites (each satellite)	85.00
Catering kitchen and/or commissary food	315.00
Food truck	200.00
Fuel oil truck	40.00
Garage sale	10.00
Garage sale (second sale)	15.00
Garage sale (third sale)	20.00
Garage sale (fourth sale)	25.00
Garage sale advertisement fee	10.00
Going-out-of-business sale (30 days only)	65.00
Going-out-of-business sale renewal (maximum of 2)	65.00
Golf course	500.00
Hauling vehicle, each vehicle	40.00
Hotel, per room	10.00
Junk dealer vehicle, each vehicle	40.00
Junkyard	200.00
Lodging or rooming house	35.00

Manager, motel, hotel, apartment, rooming house, coffee house, athletic club	50.00
Mechanical contractor registration (heating, cooling, ventilation, refrigeration)	15.00
Mechanical excavating and grading	50.00
Mechanical excavating and grading equipment, each	30.00
Motel, per room	5.00
Motor bus, 1 to 300 each	50.00
Motor bus, over 300, no further charge	n/c
Motor supply station	75.00
Motor vehicle for hire	50.00
Motor vehicle parts recycling	100.00
Moving contractor	200.00
Moving van, each vehicle	30.00
Nightclub and nightclub promoter	200.00
Plumbing contractor registration	40.00
Refrigeration contractor registration	40.00
Refrigeration operator, first class	60.00
Refrigeration operator, second class	50.00
Secondhand dealer	75.00
Sidewalk sale	35.00
Sign erector	50.00
Solicitor or vendor	50.00
Stationary engineer, first class	95.00
Stationary engineer, second class	85.00
Stationary engineer, third class	75.00
Stationary engineer/facilities engineer	100.00
Tank installer	50.00
Taxicab, expires June 30	100.00
Taxicab driver	25.00
Tent erector	50.00
Theatre	150.00
Tobacco	500.00
Transient merchant, first 30 days or less	250.00

Transient merchant renewal, each additional 30 days in one year	100.00
Tree removal	50.00
Turbine and reciprocating engineer operator	50.00
Used motor vehicle lot	200.00
Valet parking	300.00
Vendor vehicle	150.00
Welder	30.00

(Ord. No. 81-25, § 5, 6-2-81; Ord. No. 81-192, 12-1-81; Ord. No. 81-192, 12-1-81; Ord. No. 82-214, 3-16-82; Ord. No. 82-214, 3-16-82; Ord. No. 82-233, 6-15-82; Ord. No. 84-308, 7-3-84; Ord. No. 85-333, 8-6-85; Ord. No. 85-337, 9-17-85; Ord. No. 89-441, 2-21-89; Ord. No. 90-479, 2-6-90; Ord. No. 95-633, 4-18-95; Ord. No. 96-670, 5-21-96; Ord. No. 96-685, 10-10-96; Ord. No. 98-741, 10-20-98; Ord. No. 05-1040, 6-6-05; Ord. No. 06-1113, 12-18-06; Ord. No. 10-1280, 6-21-10; Ord. No. 11-1323, 5-16-11; Ord. No. 17-1590, 8-15-17; Ord. No. 19-1641, 1-29-19; Ord. No. 19-1650, 5- 21-19; Ord. No. 22-1724, 2-8-22; Ord. No. 22-1725, 1-25-22)

**AMENDED "CLEAN COPY"**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND SECTION  
12-6 OF CHAPTER 12 OF THE CODE OF  
THE CITY OF DEARBORN, ENTITLED  
"LICENSE FEES."**

**THE CITY OF DEARBORN ORDAINS TO:**

**Amend Chapter 12 of the Code of the City of Dearborn by amending Sec. 12-6 to read as follows:**

Sec. 12-6. - License fees.

The various businesses, trades, occupations or professions enumerated in this section shall pay a license fee as established in this schedule. Unless otherwise specified, the fee shall be on an annual basis. The fee for replacement of lost or duplicate licenses shall be half the annual fee, or \$40.00, whichever is less, unless otherwise indicated in this schedule.

Amusement	\$50.00
Apartment (ten or less units)	100.00
Apartment (more than ten units), per unit	10.00
Athletic club	100.00
Auctioneer (single-day)	25.00
Auctioneer (annual)	100.00
Automobile parts and accessories (new or used)	50.00
Awning erector	50.00
Bed and breakfast	300.00
Billiard room (each table)	10.00
Block party	25.00
Boiler operator, high-pressure	50.00
Boiler operator, low-pressure	40.00
Bowling alley	100.00
Building contractor	40.00
Building contractor registration	40.00
Building subcontractor registration	40.00
Card or game room	50.00

Carnival	300.00
Carnival deposit (for grounds cleanup)	1,500.00
Concrete contractor	50.00
Chief powerhouse stationary engineer	100.00
Christmas trees	150.00
Circus	300.00
Circus deposit (for grounds cleanup)	1,500.00
Coffeehouse	50.00
Concrete supplier	250.00
Distributor, vending machine	40.00
Distributor equipment, each machine; not amusement devices	20.00
Distributor, amusement device only	300.00
Dog (1-year license, expires March 1)	The following fees take effect March 1, 2025: <ul style="list-style-type: none"> <li>• \$20.00 for unsterilized dog with no microchip</li> <li>• \$15 for unsterilized dog with a microchip</li> <li>• \$10 for sterilized dog with microchip</li> </ul>
Dog (3-year license, expires March 1)	The following fees take effect March 1, 2025: <ul style="list-style-type: none"> <li>• \$60 for unsterilized dog with no microchip</li> <li>• \$45 for unsterilized dog with a microchip</li> <li>• \$30 for sterilized dog with a microchip</li> </ul>
Dog (license with automatic renewal - no additional fee)	The following fee takes effect March 1, 2025: <ul style="list-style-type: none"> <li>• \$100 with microchip</li> </ul> <p>+ 3.00 processing fee will be added for mailing any dog license and tag.</p>
Drain layer contractor	50.00
Drive-in theater	600.00

Electrical contractor registration	40.00
Escrow license, type	40.00
Exhibitor (expires December 1)	75.00
Exhibitor equipment (each amusement device, expires December 1)	50.00
Explosives contractor	35.00
Fire repair contractor	50.00
Fire sale (30 days only)	75.00
Fire sale renewal (maximum of 2)	75.00
Flea market	250.00
Food establishment	140.00
31-50 seats	192.00
51-100 seats	237.00
101-150 seats	280.00
More than 150 seats	315.00
Satellites (each satellite)	85.00
Catering kitchen and/or commissary food	315.00
Food truck	200.00
Fuel oil truck	40.00
Garage sale	10.00
Garage sale (second sale)	15.00
Garage sale (third sale)	20.00
Garage sale (fourth sale)	25.00
Garage sale advertisement fee	10.00
Going-out-of-business sale (30 days only)	65.00
Going-out-of-business sale renewal (maximum of 2)	65.00
Golf course	500.00
Hauling vehicle, each vehicle	40.00
Hotel, per room	10.00
Junk dealer vehicle, each vehicle	40.00
Junkyard	200.00
Lodging or rooming house	35.00
Manager, motel, hotel, apartment, rooming house, coffee house, athletic club	50.00
Mechanical contractor registration (heating, cooling, ventilation, refrigeration)	15.00
Mechanical excavating and grading	50.00

Mechanical excavating and grading equipment, each	30.00
Motel, per room	5.00
Motor bus, 1 to 300 each	50.00
Motor bus, over 300, no further charge	n/c
Motor supply station	75.00
Motor vehicle for hire	50.00
Motor vehicle parts recycling	100.00
Moving contractor	200.00
Moving van, each vehicle	30.00
Nightclub and nightclub promoter	200.00
Plumbing contractor registration	40.00
Refrigeration contractor registration	40.00
Refrigeration operator, first class	60.00
Refrigeration operator, second class	50.00
Secondhand dealer	75.00
Sidewalk sale	35.00
Sign erector	50.00
Solicitor or vendor	50.00
Stationary engineer, first class	95.00
Stationary engineer, second class	85.00
Stationary engineer, third class	75.00
Stationary engineer/facilities engineer	100.00
Tank installer	50.00
Taxicab, expires June 30	100.00
Taxicab driver	25.00
Tent erector	50.00
Theatre	150.00
Tobacco	500.00
Transient merchant, first 30 days or less	250.00
Transient merchant renewal, each additional 30 days in one year	100.00
Tree removal	50.00
Turbine and reciprocating engineer operator	50.00
Used motor vehicle lot	200.00
Valet parking	300.00



Vendor vehicle	150.00
Welder	30.00

(Ord. No. 81-25, § 5, 6-2-81; Ord. No. 81-192, 12-1-81; Ord. No. 81-192, 12-1-81; Ord. No. 82-214, 3-16-82; Ord. No. 82-214, 3-16-82; Ord. No. 82-233, 6-15-82; Ord. No. 84-308, 7-3-84; Ord. No. 85-333, 8-6-85; Ord. No. 85-337, 9-17-85; Ord. No. 89-441, 2-21-89; Ord. No. 90-479, 2-6-90; Ord. No. 95-633, 4-18-95; Ord. No. 96-670, 5-21-96; Ord. No. 96-685, 10-10-96; Ord. No. 98-741, 10-20-98; Ord. No. 05-1040, 6-6-05; Ord. No. 06-1113, 12-18-06; Ord. No. 10-1280, 6-21-10; Ord. No. 11-1323, 5-16-11; Ord. No. 17-1590, 8-15-17; Ord. No. 19-1641, 1-29-19; Ord. No. 19-1650, 5-21-19; Ord. No. 22-1724, 2-8-22; Ord. No. 22-1725, 1-25-22)



**LAW**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**REQUEST:** Amend Sec. 15-53 of the Code of Ordinances for dog license fee

**(Companion amendments are also being made to Secs. 4-23, 12-5 and 12-6)**

---

**DEPARTMENT:** Law and Clerk

---

**BRIEF DESCRIPTION:** The proposed amendment is being made to update the expiration date for dog park permits to March 1. This is being done to align with proposed changes to the expiration date for dog licenses, and to make it easier for residents so both the permit and license expire at the same time of year. (See proposed amendments to Ord. Secs. 4-23, 12-5 and 12-6).

---

**PRIOR COUNCIL ACTION:** Sec. 15-53 was previously amended in 2024 to change the expiration date to March 31 to align with the expiration of dog licenses.

---

**BACKGROUND:** Amendment is being made to align the expiration dates for dog park permits and dog licenses, and to avoid residents having to make multiple trips to the Clerks Office to renew both.

---

**FISCAL IMPACT:** N/A

---

**COMMUNITY IMPACT:** N/A

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**IMPLEMENTATION TIMELINE:** This is an ordinance amendment and requires two readings to be adopted.

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**COMPLIANCE/PERFORMANCE METRICS:** N/A



**LAW**

**EXECUTIVE SUMMARY AND MEMORANDUM**

---

**TO:** City Council  
**FROM:** Corporation Counsel and Clerk  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Amending Sec. 15-53 to change the expiration date for dog park permits to March 1 annually  
**DATE:** September 26, 2024

---

**I. BACKGROUND**

In early 2024, Council amended Sec. 15-53 so dog park permits would expire annually at the same time that dog licenses expired. This was done at the Clerk’s request to make it easier for residents to renew both and avoid making multiple trips to the Clerks Office.

Amendments to Ord. Secs. 4-23, 12-5 and 12-6 are also being brought forward with the same amendment to the license expiration date

**II. PROPOSED AMENDMENTS**

The proposed amendment to Sec. 15-53 changes the expiration date for dog park permits to March 1. A copy of the revised Ordinance is attached for review.

Respectfully submitted,

DocuSigned by:  
*Bradley Mendelsohn*  
4FEFF229CD984BA...

**BRADLEY J. MENDELSON**  
**DEPUTY CORPORATION COUNSEL**

**APPROVAL/CONCURRENCE:**

DocuSigned by:  
*Jeremy Romer*  
E7A573BA25E3460...

**JEREMY J. ROMER**  
**CORPORATION COUNSEL**

Signed by:  
*GEORGE T. DARANY*  
A905BB7BAC464DC...

**GEORGE DARANY**  
**CITY CLERK**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND SECTION  
15-53 OF CHAPTER 15 OF THE CODE OF  
THE CITY OF DEARBORN, ENTITLED  
“DOG PARK USE, GENERALLY.”**

**THE CITY OF DEARBORN ORDAINS TO:**

**Amend Chapter 15 of the Code of the City of Dearborn by amending Sec. 15-53 to read as follows:**

Sec. 15-53. - Dog park use, generally.

(a) A permit is required to use the dog park.

(1) Registration to obtain a permit can be completed by mail or in person at the city clerk's office. Once payment is received, a key fob and dog tag will be issued allowing access to the dog park. Permits shall be issued to Dearborn residents only and shall expire annually on March 31.

a. Permit fees will be waived for verified service dogs.

(2) A copy of the Dearborn Dog Park Rules and Regulations can be obtained at the Ford Community and Performing Arts Center or at the city clerk's office.

(b) Dogs under six months of age are not allowed in the dog park.

(c) Only dogs accompanied by an owner/handler at least 16 years of age are permitted to be in the dog park.

(d) It shall be unlawful for any person to bring a dog weighing 30 pounds or more into the designated "small dog area" of the dog park.

(e) It shall be unlawful for any person to bring a dog weighing less than 30 pounds into the designated "large dog area" of the dog park.

(f) An owner/handler may not accompany more than two dogs in the dog park at any one time.

(g) Dogs must wear collars (no pronged, pinched, or spiked collars) or harnesses bearing a current City of Dearborn dog license and a dog park tag at all times while in the dog park.

(h) Dog owners/handlers must be in possession of a leash or other means of physical restraint at all times. Dogs must be on leash to and from the dog park access points.

(i) Dog owners/handlers must limit their use of electronic devices so that the use does not interfere with their ability to actively monitor their dog's behavior.

(Ord. No. 16-1551, 10-4-16; Ord. No. 17-1579, 5-23-17; Ord. No. 24-1816, 4-23-24)

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**DEPARTMENT OF LAW**

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**TO:** CITY COUNCIL  
**FROM:** JEREMY J. ROMER, CHIEF LABOR NEGOTIATOR  
**VIA:** ABDULLAH H. HAMMOUD, MAYOR  
**SUBJECT:** TENTATIVE AGREEMENT BETWEEN THE POLICE OFFICERS ASSOCIATION OF MICHIGAN REPRESENTING THE POLICE DISPATCH SUPERVISORS AND THE CITY OF DEARBORN  
**DATE:** SEPTEMBER 16, 2024

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Attached for your consideration is the Tentative Agreement between the City of Dearborn and the Police Officers Association of Michigan (“POAM”) representing the Police Dispatch Supervisors (“Union”). The Tentative Agreement was ratified by the Union on September 16, 2024, and will be presented to the Civil Service Commission for approval on Thursday, October 10, 2024. The attached summary does not reflect the initial positions of the parties or all of the proposals made, modified, or withdrawn during the negotiation process.

- 1) **Duration:** July 1, 2024 – June 30, 2028.
- 2) **Holiday Provisions (Article XXVI):** Juneteenth (June 19th) shall be a recognized contractual holiday.
- 3) **Hours of Work (Article XXII):** With the March 2025 shift selection, the bargaining unit will transition to 84-hours worked in a bi-weekly period with 12-hour shifts.
- 4) **Shift Premium Pay (Article XXIII):** Effective July 1, 2024, the shift premium will increase from \$1.00 to \$1.25 for afternoons and midnights.
- 5) **Health, Dental, and Flexible Benefits (Article XXIX):** The following HAS funding levels will be provided for the following calendar years:

Calendar Year 2024:

Overall Deductible:	\$2,000 (Individual)/\$4,000 (Family)
Co-Insurance:	20% (employee share) after deductible
HSA Funding (50%):	\$1,000 (Individual)/\$2,000(Family)

Calendar Year 2025:

Overall Deductible:	\$2,000 (Individual)/\$4,000 (Family)
Co-Insurance:	20% (employee share) after deductible
HSA Funding (100%):	\$2,000 (Individual)/\$4,000(Family)

Calendar Year 2026:

Overall Deductible: \$2,000 (Individual)/\$4,000 (Family)  
Co-Insurance: 20% (employee share) after deductible  
HSA Funding (100%): \$2,000 (Individual)/\$4,000(Family)

Calendar Year 2027:

Overall Deductible: \$2,000 (Individual)/\$4,000 (Family)  
Co-Insurance: 20% (employee share) after deductible  
HSA Funding (100%): \$2,000 (Individual)/\$4,000(Family)

Calendar Year 2028:

Overall Deductible: \$2,000 (Individual)/\$4,000 (Family)  
Co-Insurance: 20% (employee share) after deductible  
HSA Funding (100%): \$2,000 (Individual)/\$4,000(Family)

- 6) **Classification and Rates of Compensation (Article XXI):** Effective the first full-pay period after July 1, 2024.

Grade	Rate Code	Classification	1	2
M01	13001	Communications Supervisor	\$65,617 \$72,179	\$68,093 \$74,902

Effective the first full pay period after July 1, 2025: 2.0%

Effective the first full pay period after July 1, 2026: 2.0%

Effective the first full pay period after July 1, 2027: 2.0%

- 7) **Miscellaneous:** The Parties have agreed to an unscheduled call-off policy (“NSA”) and an on-call policy upon the implementation of the 84-hours work schedule and 12-hour shifts.

Please contact me if you have any questions or need any additional information.

Respectfully submitted,

*Jeremy J. Romer*

JEREMY J. ROMER  
Chief Labor Negotiator

Attachment: Police Dispatch Supervisors Tentative Agreement-2024  
Police Dispatch Supervisors Resolution-2024

TENTATIVE AGREEMENT  
between  
THE CITY OF DEARBORN  
to the  
THE POLICE OFFICERS ASSOCIATION OF MICHIGAN  
representing  
POLICE DISPATCHER SUPERVISORS

The Police Officers Association of Michigan (“POAM”) representing the Police Dispatcher Supervisors (“Union”) and the City of Dearborn (“City”) tentatively agree, subject to ratification by both parties, to a new contract for the term beginning July 1, 2024 - June 30, 2028, consisting of all terms and provisions of the prior contract, except for the revisions set forth below:

**1. Classification and Rates of Compensation (Article XXI):**

21.1 Effective the first full pay period following July 1, 2024:

Grade	Rate Code	Classification	1	2
M01	13001	Communications Supervisor	<del>\$65,617</del> \$72,179	<del>\$68,093</del> \$74,902

Rate Differential.

- Step 1 shall be a differential of 6.0% over the top step (currently Step 4) of a Dispatcher.
- Step 2 shall be a differential of 10.0% over the top step (currently Step 4) of a Dispatcher.

Effective the first full pay period after July 1, 2025: 2.0%

Effective the first full pay period after July 1, 2026: 2.0%

Effective the first full pay period after July 1, 2027: 2.0%

**2. Hours of Work (Article XXII):**

22.1 There shall be a work week of ~~forty (40) hours, however, employees working in seven (7) day operation shall average~~ eighty-four (804) hours in a bi weekly pay period. ~~on the basis of daily shifts of eight (8) hours.~~ The daily shifts shall convert to 12-hours beginning with the March 2025 shift selection.

**3. Shift Premium Pay (Article XXIII):**

23.1: The Civil Service Commission shall define the working hours of the midnight and afternoon shifts, and shall designate the classifications to receive shift premium pay. The premium rates paid shall be as follows:



TENTATIVE AGREEMENT  
between  
THE CITY OF DEARBORN  
to the  
THE POLICE OFFICERS ASSOCIATION OF MICHIGAN  
representing  
POLICE DISPATCHER SUPERVISORS

~~Employees shall receive an additional forty cents (.40) per hour for afternoons, and forty cents (.40) per hour for midnights in addition to the base rate of compensation.~~

~~Effective July 1, 2022, employees shall receive an additional One Dollar (\$1.00) per hour for afternoons, and One Dollar (\$1.00) per hour for midnights in addition to the base rate of compensation.~~

Effective July 1, 2024, employees shall receive an additional One Dollar and Twenty-Five Cents (\$1.25) per hour for afternoons, and One Dollar (\$1.00) per hour for midnights in addition to the base rate of compensation.

**4. Holiday Provisions (Article XXVI):**

26.1: Juneteenth (June 19<sup>th</sup>) shall be recognized contractual holiday.

**5. Health, Dental, and Flexible Benefits (Article XXIX):**

29.1:

- A) The Employer will make monthly payments for the cost of Health Care Benefits pursuant to the Flexible Benefits Plan for all employees who work in a regular full-time position. The monthly payment shall be made by the Employer for each month that the employee receives some salary or wage as compensation for his/her services. Insurance coverages shall begin the first of the month following thirty days of full-time enrollment. The basic coverage for self, or self and spouse, or self and family (including only spouse and eligible children) shall be provided through the Flexible Benefits Plan described in this section.

~~Effective July 1, 2019, the HAP HMO 1500 Plan will consist of the following plan changes:~~

~~Overall Deductible: \$100 (Individual)/\$200 (Family)  
Co-Insurance: 10% (employee share) after deductible  
Co-Insurance Maximum: \$1,000 (Individual)/\$2,000 (Family)~~

~~Effective July 1, 2019, the HAP HMO 1500 Plan will consist of the following plan changes:~~

~~Overall Deductible: \$100 (Individual)/\$200 (Family)  
Co-Insurance: 10% (employee share) after deductible  
Co-Insurance Maximum: \$1,000 (Individual)/\$2,000 (Family)~~

TENTATIVE AGREEMENT  
between  
THE CITY OF DEARBORN  
to the  
THE POLICE OFFICERS ASSOCIATION OF MICHIGAN  
representing  
POLICE DISPATCHER SUPERVISORS

Effective January 1, 2023: the HAP HMO and BCBS PPO Plans will consist of the following plan changes:

Year 1:

~~Overall Deductible: \$2,000 (Individual)/\$4,000 (Family)  
Co-Insurance: 20% (employee share) after deductible  
HSA Funding: \$2,000 (Individual)/\$4,000(Family)~~

After Year 1:

Overall Deductible: \$2,000 (Individual)/\$4,000 (Family)  
Co-Insurance: 20% (employee share) after deductible  
~~HSA Funding: \$1,000 (Individual)/\$2,000(Family)~~

Calendar Year 2024:

Overall Deductible: \$2,000 (Individual)/\$4,000 (Family)  
Co-Insurance: 20% (employee share) after deductible  
HSA Funding (50%): \$1,000 (Individual)/\$2,000(Family)

Calendar Year 2025:

Overall Deductible: \$2,000 (Individual)/\$4,000 (Family)  
Co-Insurance: 20% (employee share) after deductible  
HSA Funding (100%): \$2,000 (Individual)/\$4,000(Family)

Calendar Year 2026:

Overall Deductible: \$2,000 (Individual)/\$4,000 (Family)  
Co-Insurance: 20% (employee share) after deductible  
HSA Funding (100%): \$2,000 (Individual)/\$4,000(Family)

Calendar Year 2027:

Overall Deductible: \$2,000 (Individual)/\$4,000 (Family)  
Co-Insurance: 20% (employee share) after deductible  
HSA Funding (100%): \$2,000 (Individual)/\$4,000(Family)

TENTATIVE AGREEMENT  
between  
THE CITY OF DEARBORN  
to the  
THE POLICE OFFICERS ASSOCIATION OF MICHIGAN  
representing  
POLICE DISPATCHER SUPERVISORS

Calendar Year 2028:

Overall Deductible:	\$2,000 (Individual)/\$4,000 (Family)
Co-Insurance:	20% (employee share) after deductible
HSA Funding (100%):	\$2,000 (Individual)/\$4,000(Family)

**6. Miscellaneous (Article XXXV):**

- 35.5: Employees in this unit to receive a free fitness membership with the Ford Community and Performing Arts Center; 50% discount for each immediate family member.
- 35.6: Employees in this unit to receive free automobile passes to Camp Dearborn each year in accordance with the guidelines set forth by the Recreation Department.
- 35.7: Employees in this unit to receive free swimming pool passes for self and family (including spouse and eligible children) in accordance with the guidelines set forth by the Recreation Department.

**7. Miscellaneous:**

1. NSA Policy: The following matrix shall be used for unscheduled call-offs on a calendar year basis. This policy shall be subject to a reopener after first full-year of 12-hour shifts.

1-6 times: No penalty with supporting documentation. No documentation, the member will start at a Verbal warning.

7<sup>th</sup>: Verbal warning.

8<sup>th</sup>: Written warning.

9<sup>th</sup>: One-day suspension – Lose a vacation day out of accrual.

10<sup>th</sup>: Two-day suspension – Lose two vacation days out of accrual.

11<sup>th</sup>: Five-day suspension – Lost five vacation days out of accrual.

12<sup>th</sup>: Termination.

2. On-Call Policy: The designated member(s) schedule to be on-call shall receive the Minium Reporting Time as contained in Article XXIII. This policy shall be subject to a reopener after first full-year of 12-hour shifts.

TENTATIVE AGREEMENT  
between  
THE CITY OF DEARBORN  
to the  
THE POLICE OFFICERS ASSOCIATION OF MICHIGAN  
representing  
POLICE DISPATCHER SUPERVISORS

POLICE OFFICERS ASSOCIATION OF  
MICHIGAN AND THE CITY OF  
DEARBORN POLICE DISPATCHER  
SUPERVISORS

CITY OF DEARBORN, a Michigan  
Municipal Corporation



Dave LaMontaine, POAM

Date: 9-9-24



Jeremy J. Romer, Chief Labor Neg.

Date: 9/9/2024



Mark Eddie, President

Date: 9-9-24

Date:



Issa Shahin, Chief of Police

Date:

## **RESOLUTION**

WHEREAS: It is recommended that this City Council adopt the Tentative Agreement between the City of Dearborn and the Police Officers Association of Michigan representing the Police Dispatch Supervisors effective July 1, 2024 through June 30, 2028; be it further

RESOLVED: That this Council does hereby adopt the Tentative Agreement between the City of Dearborn and the Police Officers Association of Michigan representing the Police Dispatch Supervisors effective July 1, 2024 through June 30, 2028; be it further

RESOLVED: That this resolution be given immediate effect.

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## OFFICE OF THE MAYOR

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**TO:** CITY CLERK  
**FROM:** MAYOR ABDULLAH H. HAMMOUD  
**SUBJECT:** NEW APPOINTMENT - EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY  
**DATE:** SEPTEMBER 26, 2024

I hereby certify that the following appointment has been made to the East Dearborn Downtown Development Authority Board of Directors in accordance with the provisions of the City of Dearborn Code of Ordinance Section 7-97.

See C.R. \_\_\_ *Insert the CR that confirmed this appointment* \_\_\_

**Name:** Debra Guido Allen

**Business Name & Address:** Corewell Health Medical Center, 18101 Oakwood Blvd., Dearborn, MI 48124

**Status:** New Appointment

**Filling a Vacancy for:** N/A

**Current Term Ending:** N/A

**Term Duration:** 4 Years

**Appointment Term Ending:** June 30, 2028

**Attendance:** N/A

**Phone:** (586) 206-6139

**Email:** [debra.guido-allen@corewellhealth.org](mailto:debra.guido-allen@corewellhealth.org)

**Mailing Address:** 12887 Beechnut Drive, Sterling Heights, MI, 48313

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Economic Development  
cc: Law Department

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# OFFICE OF THE MAYOR

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**TO: CITY CLERK**

**FROM: MAYOR ABDULLAH H. HAMMOUD**

**SUBJECT: NEW APPOINTMENT - EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY**

**DATE: SEPTEMBER 26, 2024**

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**Email:** [debra.guido-allen@corewellhealth.org](mailto:debra.guido-allen@corewellhealth.org)

**Mailing Address:** 18101 Oakwood Blvd., Dearborn, MI 48124

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Economic Development  
cc: Law Department



# Dearborn Commissions Application

**Submission Date**

September 26 2024

**First Name**

Debra

**Last Name**

Guido-Allen

**Phone**

+15862066139

**Email**

[debra.guido-allen@corewellhealth.org](mailto:debra.guido-allen@corewellhealth.org)

**Home Address**

12887 Beechnut Drive, Sterling Heights, MI, USA

**Years of Residency in Dearborn**

0

**Occupation**

RN, President, Corewell Health Dearborn Hospital

**Company**

Corewell Health

**Length of Service**

38 Years

**Business Address**

18101 Oakwood Blvd. Dearborn, MI 48124



**Business Telephone Number**

313-982-5948

**Level of Education**

Master Degree

**Name of Educational Institution & Graduation Year**

American Intercontinental University 2004

**Commissions & Boards**

East Dearborn Downtown Development Authority

**Why do you want to join the environmental commission? What environmental issues are of greatest concern for you?**

[ This question was not answered ]

**Are you a veteran?**

No

**Which Branch Did You Serve?**

[ This question was not answered ]

**What Was Your Rank?**

[ This question was not answered ]

**Years of Service?**

[ This question was not answered ]

**Memberships, Civic Activities, and Awards Received**

See attached CV

**Do you Have a Resume?**

Yes

**Description of Professional History**

[ This question was not answered ]

## Resume

DOC Resume - DGA  
P...n.doc

Submitted on September 26 2024

Powered by  **monday.com**

**Debra A. Guido-Allen, M.B.A, B.S.N, R.N., NE-BC, FACHE**  
12887 Beechnut Drive  
Sterling Heights, MI 48313  
(586) 206-6139  
(313) 982-5948  
[dgallen6139@gmail.com](mailto:dgallen6139@gmail.com)

### **EDUCATION**

1992 BSN  
Oakland University  
Rochester, MI  
Bachelor of Science in Nursing (BSN)

### **POST GRADUATE EDUCATION**

2004 MBA  
American Intercontinental University  
Illinois  
MBA in Healthcare Administration

### **EXPERIENCE**

February 2023 to  
present  
Corewell Health (formerly Beaumont Health)  
Corewell Health Dearborn Hospital (formerly  
Beaumont Hospital, Dearborn)  
Dearborn, Michigan  
Market Leader and President

Responsible for establishing strategic and collaborative strategies to develop and support a competitive position and overall growth in the market. Utilizes strategic thinking and external facing activities to enable growth of hospital. Facilitates business growth by developing and maintaining contacts with current and prospective customers, community leaders and organizations. Works closely with the hospital's management and clinical teams.

August 2022 to  
February 2023  
Corewell Health (formerly Beaumont Health)  
Corewell Health William Beaumont University Hospital  
(formerly Beaumont Hospital, Royal Oak)  
Royal Oak, Michigan  
Interim President and Chief Operating Officer

2019 to 2023  
Corewell Health (formerly Beaumont Health)  
Corewell Health William Beaumont University Hospital  
(formerly Beaumont Hospital, Royal Oak)  
Royal Oak, Michigan

### Chief Operating Officer

Accountable for the achievement of objectives consistent with the hospital and system's mission, vision, and strategic and operational plans, requiring direct oversight of some departments, and direct interface and collaboration with all departments. Responsible for the effective and efficient operations of the hospital; oversees the day-to-day operations of the hospital and ambulatory services. Fosters effective collaboration between system, clinical and non-clinical departments, medical staff leadership, hospital outpatient leaders and other affiliated services to ensure integrated approach to providing services to our communities. Maintains strong positive relationships with team members, physicians, advanced practice providers/practitioners, patients, and families. Participates as an active and supportive part of the hospital's leadership team.

Responsible for the administrative oversight and strategic direction of operations including surgical services, heart and vascular services, imaging, care management and social work, oncology and radiation therapies, pharmacy services, patient family experience, spiritual care including clinical pastoral education program, patient and family care activities, and quality management and patient safety, infection prevention, regulatory and accreditation, and radiation safety for the 1131-bed hospital and its ambulatory, diagnostic and surgery centers.

- Significant improvements in day-to-day operations within the Imaging Department, including turnaround time for MRI, CT, Ultrasound, and biopsies
- Improvements in LOS and patient throughput with focus on care coordination and discharge planning
- Focused process improvement activities within Surgical Services to address efficiencies and productivity (FCOTS, TOT, case cancellations, tray standardization, preference card program, etc.)
- Significant improvements made throughout campus including roadwork and parking lots, signage as well as nursing unit updates, flooring projects throughout hospital, and infrastructure projects
- Launching of CAR T Cell Therapy Program to enhance oncology care
- Partnering with physician and administrative champions to enhance interprofessional collaboration to improve outcomes of care, job enjoyment and resilience
- Championing patient family experience by partnering with Patient Family Advisors to improve care, the healthcare experience, and outcomes of care
- Administrative champion for Project SEARCH

2012 to 2019

Corewell Health (formerly Beaumont Health)  
Corewell Health Beaumont Troy Hospital (formerly  
Beaumont Hospital, Troy)

Troy, Michigan  
Chief Nursing Officer

Responsible for administrative oversight and strategic direction of nursing services and nursing quality, emergency care service line, quality and safety, infection control, bed operations, pharmacy (hospital based and infusion center), respiratory care, nursing education and research, ANCC Magnet Recognition Program® for Beaumont, Troy, NICHE program, Primary Stroke Program – Joint Commission Certification, Team STEPPS, outpatient diabetes education, nursing informatics, Joint Commission and accreditation, patient and equipment transportation, environmental services, nutritional services, gift shop/retail, security, service excellence, patient and family centered care, and spiritual care. Primary point of interface with the medical staff while facilitating all aspects of nursing and nursing support services. FTEs: 2250 - Expense Budget: \$170,714,000.

- Partnering with physician champions in the development of models of care: observation, outpatient procedural, and trauma patients
- Partnering with physician champions to enhance interprofessional collaboration to improve outcomes of care, job enjoyment and resilience
- Championing the Patient Family Centered Care (PFCC) model of care, the foundation for the mission, vision, and values of Beaumont Health by partnering with Patient Family Advisors to improve care, the healthcare experience, and outcomes of care
- Ensuring financial stability and growth – net operating income percentage growth from 5% in 2007 to 10.9% in 2018
- Continuing the journey of nursing excellence via the ANCC Magnet Recognition Program®
- Championing the growth of research, nursing research, and innovation
- Strengthening the shared/collaborative nursing governance model
- Administrative champion for Project SEARCH
- Quality and Safety Champion for taskforces to improve core and global measures and hospital acquired conditions including long bone fracture pain management, CLABSI and CAUTI
- Partnering with physician champions and key stakeholders in establishing relationships with skilled nursing facility partners to enhance the quality/continuation of care post-hospital discharge
- Operationalized a 25-bed inpatient rehabilitation unit, a 44-bed oncology/end of life care unit, a 44-bed spine and joint surgery patient care unit, and a 12-bed medical intensive care unit.
- Operationalized a clinical decision unit to improve throughput in the Emergency Center and improve quality of care during admission

process

- Planned and operationalized a state of the art learning center, including a 174-seat auditorium and simulation and clinical skills laboratory
- Established and co-chair the Faith Community Nursing committee, providing a voice for health and wellness in the community through congregations of faith
- Troy Administrative lead on the Neurosciences/Stroke Team— achieved Joint Commission Primary Stroke Certification as well as subsequent re-certifications

2010 to 2012

Corewell Health (formerly Beaumont Health)  
Corewell Health Beaumont Troy Hospital (formerly  
Beaumont Hospital, Troy)  
Troy, Michigan  
Vice President, Nursing and Nursing Support

Services

Responsible for administrative oversight of inpatient nursing services and nursing quality, emergency care service line, care management including utilization review and appeals management, bed operations/admission transfer office, and social work, chronic disease management, pharmacy and ambulatory infusion center, respiratory care, nursing education and research, patient and equipment transportation and patient assistant/sitter program, and pastoral care. Primary point of interface with the medical staff while facilitating all aspects of nursing and nursing support services. FTEs: 1302.5 (direct) Expense Budget: \$84,652,211

- Partnering with physician champions in the development of a model of care for observation patients.
- Continuing the journey toward nursing excellence via the Magnet pathway
- Administrative lead on the Neurosciences Center of Excellence — on path for Primary Stroke Certification
- Administrative lead on the Emergency Center Functional Integration Team
- Champion for readmission reduction taskforce, including partnering with community agencies
- Chronic Disease Management Program development champion — COPD, Stroke, Diabetes, Heart Failure, Palliative Care and Pulmonary Hypertension — to improve quality of care, bridge the continuum of care, and reduce costs, readmissions
- Re-development of the Ambulatory Infusion Center to a fiscally responsible state
- Design, build out, and operationalized an 11-bed antepartum unit

- Developing a 12-bed inpatient rehabilitation unit
- Developing 44-bed oncology/hospice unit

2007-2010

Corewell Health (formerly Beaumont Health)  
Corewell Health Beaumont Troy Hospital (formerly  
Beaumont Hospital, Troy)  
Troy, Michigan  
Administrative Director, Nursing

Responsible for the oversight of direct patient care activities in medical surgical, critical care and maternal child health nursing departments, along with the respiratory care department. Other areas of administrative oversight include nursing administration, the department of education, pastoral care, patient and equipment transportation, and the ambulatory infusion center.

- Accomplishments at Beaumont, Troy include the achievement of Magnet recognition, development of a shared governance model (Professional Nurse Council) for nursing
- Achievement of BC/BS core measure metrics, high nursing engagement and employee/physician satisfaction
- Participation in the Keystone ICU and OB projects to improve quality of care for our patients. Development of many best practices for nursing to improve outcomes (VAP, BSI, etc.)
- Champion for the Advisory Board Nursing Compass project at Beaumont, Troy — model for improvement in overtime management in Compass cohort
- Met budget reduction targets while maintaining high quality outcomes - over \$1 million in cost reductions
- Design, build out, and operationalized a 22-bed inpatient oncology unit
- System Administrative lead for Stroke Clinical Integration Team, member of COPD and Heart Failure Clinical Integration Teams
- PI Project — EC to ICU Patient Throughput and Safety Enhancement Project. Developed at process in which ICU RNs are notified immediately upon determination that an EC patient requires ICU care. ICU RNs and leaders report to the EC to meet patient and family, discuss plan of care with EC physicians and nurse then "pull" patient up to the ICU in an expedited manner. Time improved from a 5-6 hour stay after determination made to less than one hour

2003-2007

Corewell Health (formerly Beaumont Health)  
Corewell Health Beaumont Troy Hospital (formerly  
Beaumont Hospital, Troy)  
Troy, Michigan  
Director, Critical Care Nursing

Responsible for the nursing care in the 7 critical care units (3 ICUs, 4

PCUS), the Rapid Response Team, and Telemetry Monitoring Station.

- Accomplishments at Beaumont, Troy include the successful development of a robust open heart surgery and interventional cardiac catheterization laboratory program from the nursing care perspective along with the design, build, and operationalizing of a surgical intensive care unit and a cardiac progressive care unit
- Implemented a nurse model Rapid Response Team program to improve the quality of care for the patients at Beaumont, Troy
- Active participation in the MHA Keystone ICU project as well as the IHI 100,000 Lives Campaign
- Low (below benchmark) nursing turnover and high nursing engagement scores

2001-2003                      Corewell Health (formerly Beaumont Health)  
Corewell Health Beaumont Troy Hospital (formerly  
Beaumont Hospital, Troy)  
Troy, Michigan  
Associate Nurse Manager

Responsible for the supervision and management of 5 South Medical nursing unit, a primarily medical surgical patient population. Lead, manage and supervise the day-to-day operations of the nursing staff, enhance the patient and family experience, develop protocols, algorithms, policy and procedure, reports (quality assurance), collaborate with the medical staff and nursing director. Fiscal management and patient care issues are significant responsibilities.

1994-2001                      Corewell Health (formerly Beaumont Health)  
Corewell Health William Beaumont University Hospital  
(formerly Beaumont Hospital, Royal Oak)  
Royal Oak, Michigan  
Manager, Cardiovascular Research and  
Anticoagulation Management Service

Responsible to develop and implement new programs and research activities related to advances in cardiology: interventional, diagnostic, medication management, and surgical. Develop, negotiate and work within the budget plan for all areas. Provide administrative oversight and leadership for nurses, research coordinators, quality assurance nurses, and other support staff. Coordinate and supervise clinical research efforts in the areas of cardiology and cardiovascular surgery, redesigning research operations by implementing cardiology best practices, involvement with strategic planning for consolidation of research activities into an integrated heart center concept. Complete all of the initial regulatory paperwork as required by the FDA including IRB applications, radiation safety committee



and biosafety committee applications when applicable. Assist research personnel with the completion of applications, addendums, and development of informed consents, adverse event reporting, annual progress reports and study summation/final reports. Act as Beaumont liaison to internal and external contacts within cardiology research and development industry to promote Beaumont and its research potential, its cardiology physician staff, and diverse patient population. . 24 Hour responsibility and accountability to patients, staff.

Manage and supervise the day-to-day operations of the anticoagulation management service, develop protocols, algorithms, policy and procedure, reports (quality assurance), collaborate with the medical director.

Supervise the registered nursing staff who abstract, track and trend, maintain and report outcomes for cardiology/cardiovascular division quality.

September 1993 - Corewell Health (formerly Beaumont Health)  
January 1994 Corewell Health William Beaumont University Hospital  
(formerly Beaumont Hospital, Royal Oak)  
Royal Oak, Michigan  
Cardiac Telemetry Unit  
Clinical R.N.

Provide quality direct patient care, act as preceptor and mentor to new staff, both RN and support staff. Monitor patients' conditions, provide patient and family education, and interpret pertinent data for proper care delivery. Advanced to charge nurse and added management responsibilities.

August 1990 - Corewell Health (formerly Beaumont Health)  
September 1993 Corewell Health William Beaumont University Hospital  
(formerly Beaumont Hospital, Royal Oak)  
Royal Oak, Michigan  
Cardiac Telemetry Unit  
Assistant Nurse Manager

Responsible for the supervision and management of the Cardiac Telemetry Unit, a primarily interventional cardiology patient population. Lead, manage and supervise the day-to-day operations of the nursing staff, enhance the patient and family experience, develop protocols, algorithms, policy and procedure, reports (quality assurance), collaborate with the medical staff and nursing director. Fiscal management, staffing, patient throughput/efficiencies and patient care issues are significant responsibilities. 24 Hour responsibility and accountability to patients, staff on the unit.

April 1990 - Corewell Health (formerly Beaumont Health)

August 1990                      Corewell Health William Beaumont University Hospital  
(formerly Beaumont Hospital, Royal Oak)  
Royal Oak, Michigan  
Coronary Care Unit  
Assistant Nurse Manager

Responsible for the supervision and management of the Coronary Care Unit (CCU), a cardiac intensive care, critically ill patient population. Lead, manage and supervise the day-to-day operations of the nursing staff, enhance the patient and family experience, develop protocols, algorithms, policy and procedure, reports (quality assurance), collaborate with the medical staff and nursing director. Fiscal management, staffing, patient throughput/efficiencies and patient care issues are significant responsibilities.

February 1988 -                Corewell Health (formerly Beaumont Health)  
April 1990                      Corewell Health William Beaumont University Hospital  
(formerly Beaumont Hospital, Royal Oak)  
Royal Oak, Michigan  
Coronary Care Unit  
Clinical R.N.

Provide quality direct patient care in a coronary care intensive care unit, often functioning in emotionally charged situations, act as preceptor and mentor to new staff, both RN and support staff. Collaborate with physicians and residents/fellows, monitor patients' conditions and interpret pertinent data for proper care delivery. Advanced to charge nurse and added management responsibilities.

June 1986 -                      Corewell Health (formerly Beaumont Health)  
February 1988                Corewell Health William Beaumont University Hospital  
(formerly Beaumont Hospital, Royal Oak)  
Royal Oak, Michigan  
General Surgical Nursing  
Clinical R.N.

Provide quality direct patient care to the post-surgical patient population, act as preceptor and mentor to new staff, both RN and support staff. Monitor patients' conditions and interpret pertinent data for proper care delivery. Advanced to charge nurse and added management responsibilities.

August 1983 -                      Ascension Macomb-Oakland Hospital, Madison Heights Cam  
June 1986                      (formerly Oakland General Hospital)  
Madison Heights, MI  
Medical/Surgical Nursing  
  
Clinical L.P.N.

Provide quality direct patient care under the direct supervision of the RN.

## PRESENTATIONS AND PUBLICATIONS

### Presentations

1. The Role of Nursing in Cardiovascular Research (Moderator - Luncheon Panel). The Seventh Annual Advances in Interventional Cardiology. Dearborn, Michigan, October 3, 1994.
2. Nursing in Cardiovascular Disease. The Eighth Annual Advances in Interventional Cardiology. Troy, Michigan, October 2, 1995.
3. 1998 Advances in Interventional Cardiology. Dearborn, Michigan, October 1998.
4. Upgrading Anticoagulation Management of Patients. Schaumburg, Illinois. June 21, 2000.

### Papers

Stevens MA, McCullough PA, Tobin KJ, Speck JP, Westveer DC, Guido-Allen DA, Timmis GC, O'Neill WW. A prospective randomized trial of prevention measures in patients at high risk for contrast nephropathy. *J Am Coll Cardiol* 1999;33:4038411.

### Abstracts

Benzuly KH, Guido-Allen D, Mason D, Goldstein JA, Gangadharan V, Marsalese D, Walsh DG, Almany SL, Ajluni SC, O'Neill WW, Safian RD. A prospective pilot study of primary stenting for acute myocardial infarction (STAMI): Preliminary results. *J Invasive Cardiol* 1996;8:38.

Tobin KJ, McCullough PA, Speck JP, Westveer DC, Guido-Allen DA, Hartenburg DS, Puchrowicz-Ochocki SB, O'Neill WW, Stevens M. What role does mannitol play in preventing contrast nephropathy? A prospective analysis. *J Am Coll Cardiol* 1998;31(Suppl A):469A.

Stevens M, McCullough PA, Tobin KJ, Speck JP, Westveer DC, Guido-Allen DA, Hartenburg DS, Puchrowicz-Ochocki SB, O'Neill WW. A randomized trial of prevention measures in patients at high risk for contrast nephropathy: Initial results of the PRINCE study. *J Am Coll Cardiol* 1998;31(Suppl A):469A.

Skelding KA, Demetriou D, Crisan D, Mehta L, Boura JA, Pica MC, Guido-Allen D, Finta B, Safian RD, Goldstein JA, Grines CL, O'Neill WW. Platelet glycoprotein IIIa polymorphism is not a risk factor for target vessel revascularization after percutaneous revascularization. *JAm Coll Cardiol* 2001;37(Suppl A):69A.

Skelding KA, Demetriou D, Mehta L, Pica MC, Crisan D, Guido-Allen D, Boura JA, Finta B, Safian RD, Goldstein JA, Grines CL, O'Neill WW. D/D angiotensin converting enzyme genotype increases target vessel revascularization in diabetic patients. *JAm Coll Cardiol* 2001;37(Suppl A):69A.

### Nursing Research/Posters

Utilization of the Intraosseous Vascular Access Device for Emergent and Urgent Clinical Situations in the In-patient Setting

Improving Resource Availability: Development of the EZ Policy Access Site

The Effectiveness of Chlorhexidine Bathing in the Reduction of Catheter-Associated Bloodstream Infections in Patients in non-ICU Settings

The Effect of an Educational Intervention on Incivility

Replacement of Peripheral Venous Catheters when Clinically Indicated Versus Routine Replacement

## **PROFESSIONAL AND COMMUNITY AFFILIATIONS**

### Professional

#### Current:

- American Organization of Nursing Leadership (AONL) - Individual Information Member ID: 8023385844
- Michigan Organization of Nurse Leaders (MONL) - 42119911 - Past President (2014-2016)
- American College of Healthcare Executives (ACHE) - Fellow
- State of Michigan Certificate of Need Commission
- Oakland University School of Nursing Board of Visitors
- University of Michigan - Dearborn Citizens Advisory Committee

#### Past Participation:

- Beaumont Health Quality and Safety Sub-Committee of the Board
- Beaumont Health System Board of Directors
- Macomb County Medical Control Authority - Treasurer
- Oakland University Alumni Association

## **AWARDS**

2015 ATHENA Leadership Award Recipient - Macomb County Chamber

## **PROFESSIONAL LICENSURE AND CERTIFICATION**

ANCC Nurse Executive - Board Certified 31538797  
Michigan Registered Nursing Licensure - 4704159121  
American Heart Association - Basic Life Support  
Fellow - American College of Healthcare Executives (FACHE)

## **COMMUNITY INVOLVEMENT**

Participation in charitable walks and fundraising efforts: Arthritis, AIDS, Heart, and others

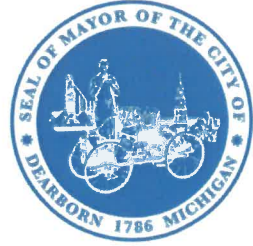
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# OFFICE OF THE MAYOR

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**TO: CITY COUNCIL**

**FROM: MAYOR ABDULLAH H. HAMMOUD**

**SUBJECT: REAPPOINTMENT - ZONING BOARD OF APPEALS**

**DATE: SEPTEMBER 27, 2024**

Pursuant to Section 5 of Michigan Public Act 207 of 1921 and Dearborn Zoning Ordinance Section 33.04, the Mayor shall appoint members of the Zoning Board of Appeals, subject to approval by the City Council. Recommendation for the approval of this appointment retroactive to July 1, 2024 is made to serve:

**Name:** Samera Ajami

**Status:** Reappointment

**Past Term Ending:** June 30, 2024

**Reappointment Retroactive To:** July 1, 2024

**Filling a Vacancy for:** N/A

**Term Duration:** 3 Years

**Reappointment Term Ending:** June 30, 2027

**Attendance:** Regular

**Phone:** (313) 779-3827

**Email:** [sajami18@yahoo.com](mailto:sajami18@yahoo.com)

**Mailing Address:** 7407 Oakman Boulevard, Dearborn, MI

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Economic Development Department  
cc: Law Department

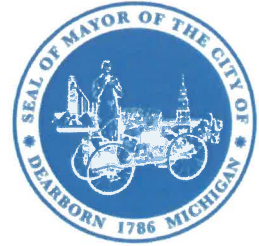
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# OFFICE OF THE MAYOR

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**TO: CITY CLERK**  
**FROM: MAYOR ABDULLAH H. HAMMOUD**  
**SUBJECT: REAPPOINTMENT - ZONING BOARD OF APPEALS**  
**DATE: SEPTEMBER 27, 2024**

I hereby certify that the following appointment has been made to the Zoning Board of Appeals in accordance with Section 5 of Michigan Public Act 207 of 1921 and Dearborn Zoning Ordinance Section 33.04 and that it shall be retroactive to July 1, 2024..

See C.R. \_\_\_ *Insert the CR that confirmed this appointment* \_\_\_\_\_

**Name:** Samera Ajami

**Status:** Reappointment

**Past Term Ending:** June 30, 2024

**Reappointment Retroactive To:** July 1, 2024

**Filling a Vacancy for:** N/A

**Term Duration:** 3 Years

**Reappointment Term Ending:** June 30, 2027

**Attendance:** Regular

**Phone:** (313) 779-3827

**Email:** [sajami18@yahoo.com](mailto:sajami18@yahoo.com)

**Mailing Address:** 7407 Oakman Boulevard, Dearborn, MI

Respectfully submitted,

Abdullah H. Hammoud  
Mayor

cc: Economic Development Department  
cc: Law Department



# Dearborn Commissions Application

**Submission Date**

September 27 2024

**First Name**

Samera

**Last Name**

Ajami

**Phone**

+13137793827

**Email**

[Sajami18@yahoo.com](mailto:Sajami18@yahoo.com)

**Home Address**

7407 Oakman Boulevard, Dearborn, MI, USA

**Years of Residency in Dearborn**

35

**Occupation**

owner

**Company**

Oakman Child Care

**Length of Service**

12 years

**Business Address**

12830 Warren Ave Dearborn MI 48126



**Business Telephone Number**

3137917907

**Level of Education**

University Degree

**Name of Educational Institution & Graduation Year**

Davenport university 2001

**Commissions & Boards**

Zoning Board of Appeals

**Why do you want to join the environmental commission? What environmental issues are of greatest concern for you?**

[ This question was not answered ]

**Are you a veteran?**

No

**Which Branch Did You Serve?**

[ This question was not answered ]

**What Was Your Rank?**

[ This question was not answered ]

**Years of Service?**

[ This question was not answered ]

**Memberships, Civic Activities, and Awards Received**

Reappointment

**Do you Have a Resume?**

Yes

**Description of Professional History**

[ This question was not answered ]

# Resume

PDF Resume.pdf

Submitted on September 27 2024

Powered by  **monday.com**

# Samera Ajami

7407 Oakman Blvd  
Dearborn, MI 48126  
313- 779-3827  
Sajami18@yahoo.com

## EXPERIENCE

As an owner and Daycare Operations Manager I oversee the daily activities and management of a childcare center.

My Key daily functions typically include:

### Administrative Tasks:

1. Staff management (scheduling, supervision, training)
2. Communication with parents (updates, concerns, feedback)
3. Record-keeping (attendance, payments, children's files)
4. Compliance with regulations and accreditation standards
5. Budgeting and financial management

### Center Operations:

1. Maintaining a safe, clean, and organized environment
2. Coordinating daily activities and lesson plans
3. Supervising mealtime, snacks, and outdoor play
4. Ensuring adherence to health and safety protocols
5. Managing inventory and supplies

### Childcare and Education:

1. Ensuring quality care and education for children
2. Observing and reporting on children's development
3. Collaborating with teachers on curriculum planning
4. Addressing behavioral issues or special needs
5. Promoting positive relationships between children, staff, and parents

### Communication and Customer Service:

1. Responding to parent inquiries and concerns
2. Conducting tours and orientations for new families
3. Building relationships with local schools and community organizations
4. Representing the center at networking events
5. Maintaining open communication channels with staff and parents

### Other Responsibilities:

1. Policy development and implementation
2. Conflict resolution and mediation
3. Emergency preparedness and response
4. Maintaining accreditation and licensing standards
5. Staying up-to-date with industry best practices

## LANGUAGES

Arabic, English



## **EXECUTIVE SUMMARY AND MEMORANDUM**

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**REQUEST:** To approve the special event request for the Divine Child Homecoming Parade. It is also respectfully requested that the City Noise ordinance be waived during this event.

**DEPARTMENT:**  
Parks & Recreation

**BRIEF DESCRIPTION:**

Divine Child High School is requesting approval from City Council to host their annual Homecoming Parade on Friday, October 11, 2024. It is also respectfully requested that Dearborn Police assist with providing escort services during the parade.

---

**PRIOR COUNCIL ACTION:**

CR: 9-477-23

---

**BACKGROUND:**

Divine Child High School is requesting approval from the City Council for temporary road closures around Levagood Park and Divine Child High School. All requested closures are consistent with previous year approvals by the City Council.

---

**FISCAL IMPACT:**

N/A

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**COMMUNITY IMPACT:**

Temporary disruptions to traffic-flow around Levagood Park and Divine Child High School.



**PARKS  
& RECREATION**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

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### **IMPLEMENTATION TIMELINE:**

Immediate Effect is Requested.

---

### **COMPLIANCE/PERFORMANCE METRICS:**

Parks & Recreation & Police Departments will work together to ensure all event details and logistics are carried out as presented.



## **EXECUTIVE SUMMARY AND MEMORANDUM**

---

**TO:** City Council  
**FROM:** Sean Fletcher, Director of Parks & Recreation  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Approval of the annual Divine Child Homecoming Parade  
**DATE:** 9/19/2024

---

### **Budget Information**

Adopted Budget: N/A  
Amended Budget: N/A  
Requested Amount: N/A  
Funding Source: N/A  
Supplemental Budget: N/A

### **Summary of Request**

Divine Child High School is seeking City Council approval to conduct their Annual Homecoming Parade on Friday, October 11th, beginning at 6 p.m. subject to all applicable ordinances, rules and regulations of the Dearborn Police Department.

The 2024 Divine Child High School Homecoming Parade route will be the same as previous years and is as follows: The parade will start at the circular drive in front of Divine Child High School and will turn south on N. Silvery Lane. It will continue to Coburn Street where it will turn east, then straight to N. Denwood, turn left to Wilson until the parade reaches its destination, the Divine Child High School football field.

Divine Child High School is also requesting assistance from the Police Department with traffic control and an escort for the entire duration of the parade route. The Police and Parks & Recreation Department Administrations acknowledge that they are familiar with the all the details in conjunction with this event; and have no immediate objection or concerns with Divine Child conducting their Annual Homecoming Parade on Friday, October 11, 2024. Please note that this annual special event is subject to any reimbursement for City Services, including any Police Overtime.



**PARKS  
& RECREATION**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

---

Immediate effect is requested.

### **Background and Justification**

It is respectfully requested that City Council approve this agenda item as presented.



**PARKS  
& RECREATION**

## EXECUTIVE SUMMARY AND MEMORANDUM

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### Signature Page

DocuSigned by:  
*Daniel Plamondon*  
0B249F0C7B4A4D3  
Daniel Plamondon 9/19/2024

Assistant Director of Parks & Recreation

DocuSigned by:  
*Issa Shahin* 9/22/2024  
1053E1C7585A436  
Issa Shahin

Police Chief

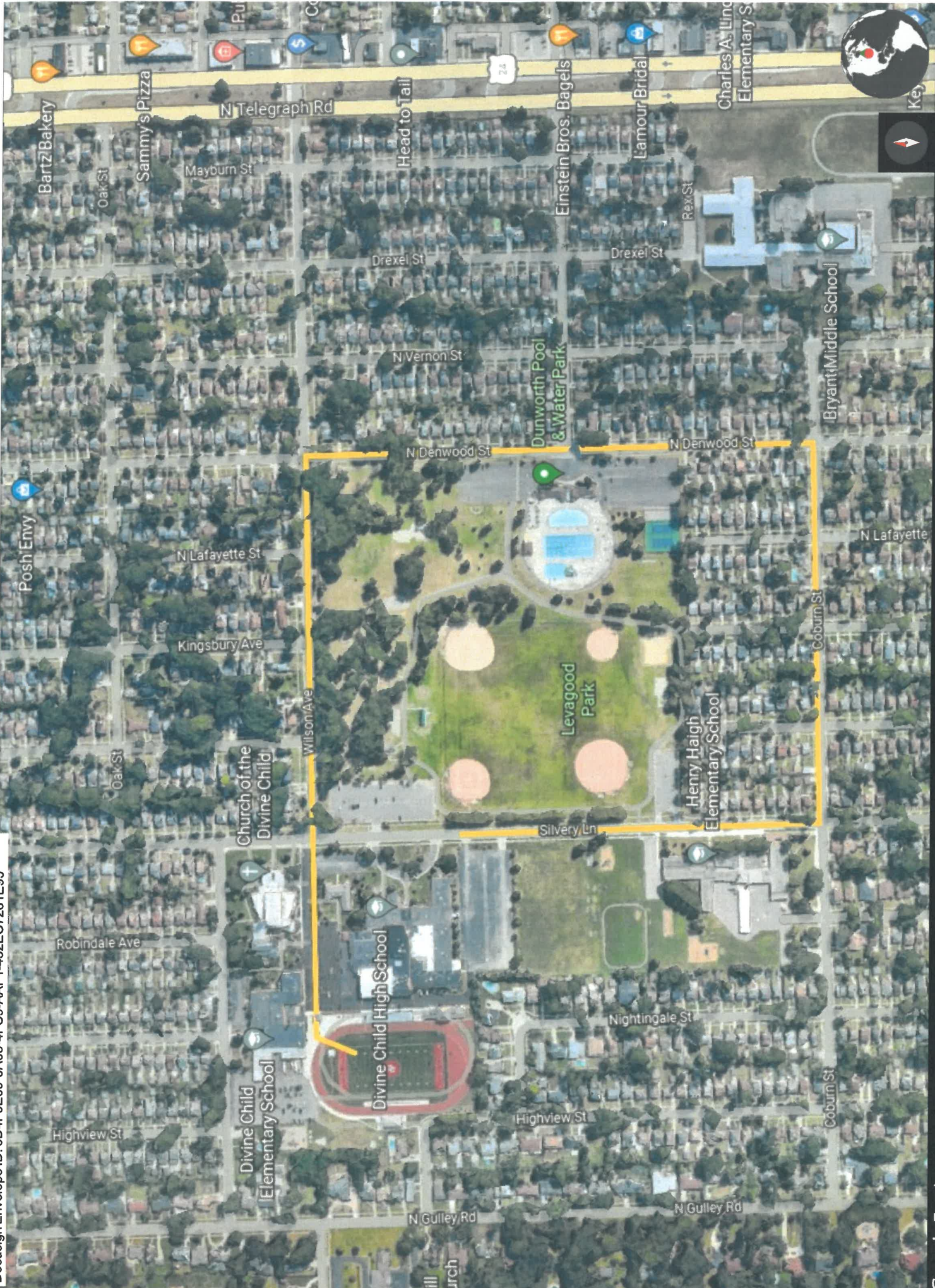
DocuSigned by:  
*Sean R Fletcher*  
503098961A7C461  
Sean R Fletcher 9/20/2024

Director of Parks & Recreation

DocuSigned by:  
*Jeremy Romer* 9/22/2024  
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Jeremy Romer

Corporation Counsel





Divine Child High School Homecoming Parade



**PARKS  
& RECREATION**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

---

**REQUEST:** To approve the special event request for the UAW Local 600 Trunk or Treat. It is also respectfully requested that the City Noise ordinance be waived during this event.

**DEPARTMENT:**  
Parks & Recreation

**BRIEF DESCRIPTION:**

The UAW Local 600 of Dearborn is requesting City Council approval to host a Trunk or Treat event on Saturday, October 26 at 5:00 P.M. To allow for safe foot-traffic to and from the event, it is respectfully requested that City Council authorize road closures at Ferney & Dix, as well as Ferney & Verner, starting at 3:00 P.M. and concluding by 8:00 P.M.

---

**PRIOR COUNCIL ACTION:**  
CR: 10-541-23

---

**BACKGROUND:**

Presented by the Women's Committee of the UAW 600 of Dearborn, located at 10550 Dix, the annual Trunk or Treat event will be held on Saturday, October 26th at 5:00 P.M., and conclude by 8:00 P.M.

---

**FISCAL IMPACT:**  
N/A

---

**COMMUNITY IMPACT:**

Road closures at Ferney & Dix as well as Ferney and Verner. Assistance is requested from the Dearborn Police Department to facilitate the closures.



**PARKS  
& RECREATION**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

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### **IMPLEMENTATION TIMELINE:**

Immediate Effect is Requested.

---

### **COMPLIANCE/PERFORMANCE METRICS:**

Parks & Recreation and Police Departments will work together to ensure event logistics are managed and adhered to.



**PARKS  
& RECREATION**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

---

**TO:** City Council  
**FROM:** Sean Fletcher, Director of Parks & Recreation  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Approval of the UAW Local 600 Trunk or Treat event  
**DATE:** 9/19/2024

---

### **Budget Information**

Adopted Budget: N/A  
Amended Budget: N/A  
Requested Amount: N/A  
Funding Source: N/A  
Supplemental Budget: N/A

### **Summary of Request**

UAW Local 600 of Dearborn is respectfully requesting temporary closures of the intersections of Ferney & Dix as well as Ferney & Verner, to allow for safe pedestrian foot-traffic to and from the UAW 600 for their annual Trunk or Treat event. Held on Saturday, October 26th, road closures are requested to start at 3:30 P.M. and conclude at 8:00 P.M.



**PARKS  
& RECREATION**

## **EXECUTIVE SUMMARY AND MEMORANDUM**

---

Immediate effect is requested.

### **Background and Justification**

It is respectfully requested that City Council approve this agenda item as presented.



**PARKS  
& RECREATION**

## EXECUTIVE SUMMARY AND MEMORANDUM

---

### Signature Page

DocuSigned by:

*Daniel Plamondon*

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Daniel Plamondon 9/19/2024

Assistant Director of Parks & Recreation

DocuSigned by:

*Sean R Fletcher*

503098961A7C461

Sean R Fletcher 9/20/2024

Director of Parks & Recreation

DocuSigned by:

*Issa Shahin*

1053E1C7585A436

Issa Shahin 9/22/2024

Police Chief

DocuSigned by:

*Jeremy Romer* 9/22/2024

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Jeremy Romer

Corporation Counsel

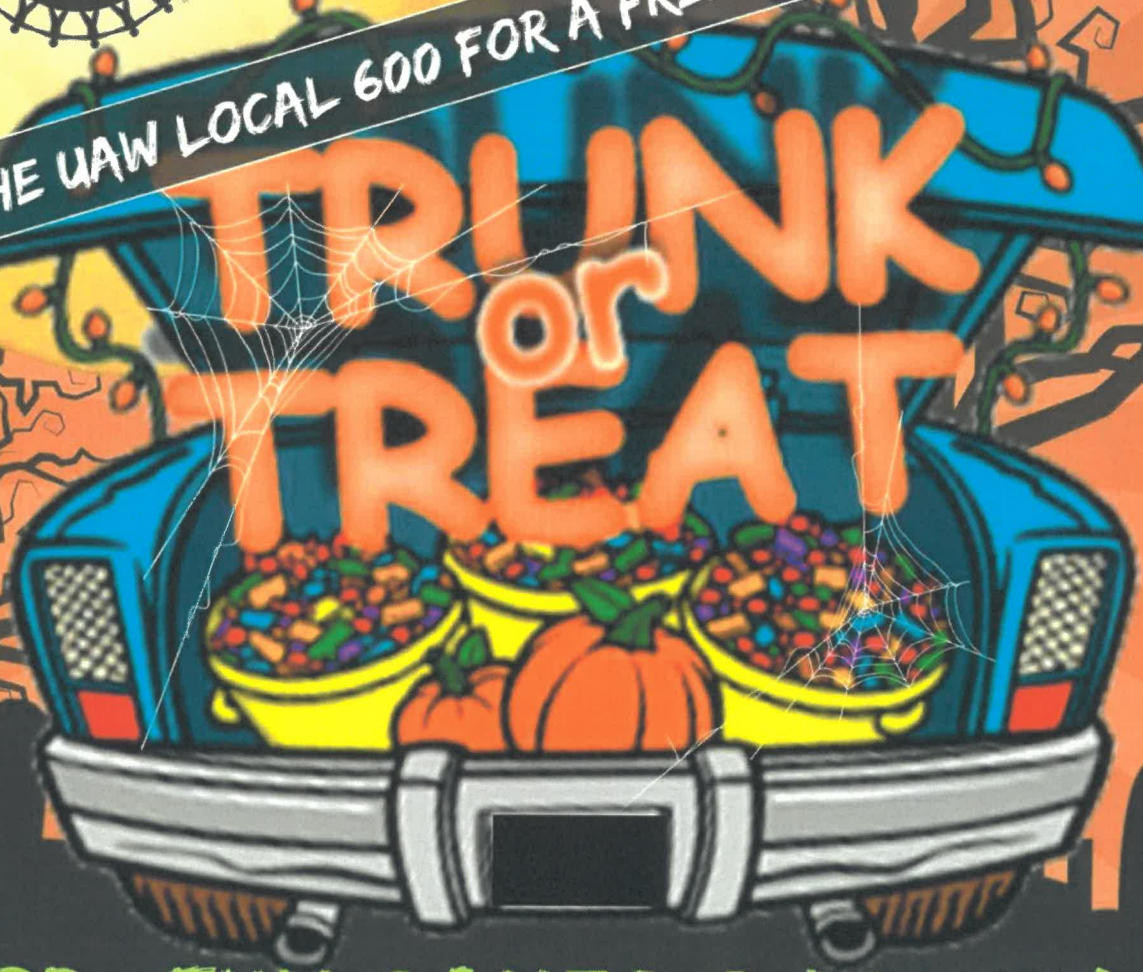
PRESENTED BY  
THE WOMEN'S COMMITTEE

LOCAL 600



JOIN THE UAW LOCAL 600 FOR A FREE EVENT

# TRUNK or TREAT



**FOOD, FUN GAMES & PRIZES!**  
**SATURDAY, OCTOBER 26, 2024**  
**AT 5:00PM**

**THE LOCAL 600 PARKING LOT**  
**10550 DIX. DEARBORN, MI 48120**  
**FOR MORE INFO CONTACT US**

MICHELLE THOMAS 313-926-7959  
JACINTA THOMPSON 313-829-5465

DARNEICE CLOUD 313-433-3068  
SHERRIE TAYLOR 313-732-5122

MAISHA LEWIS 313-675-7589

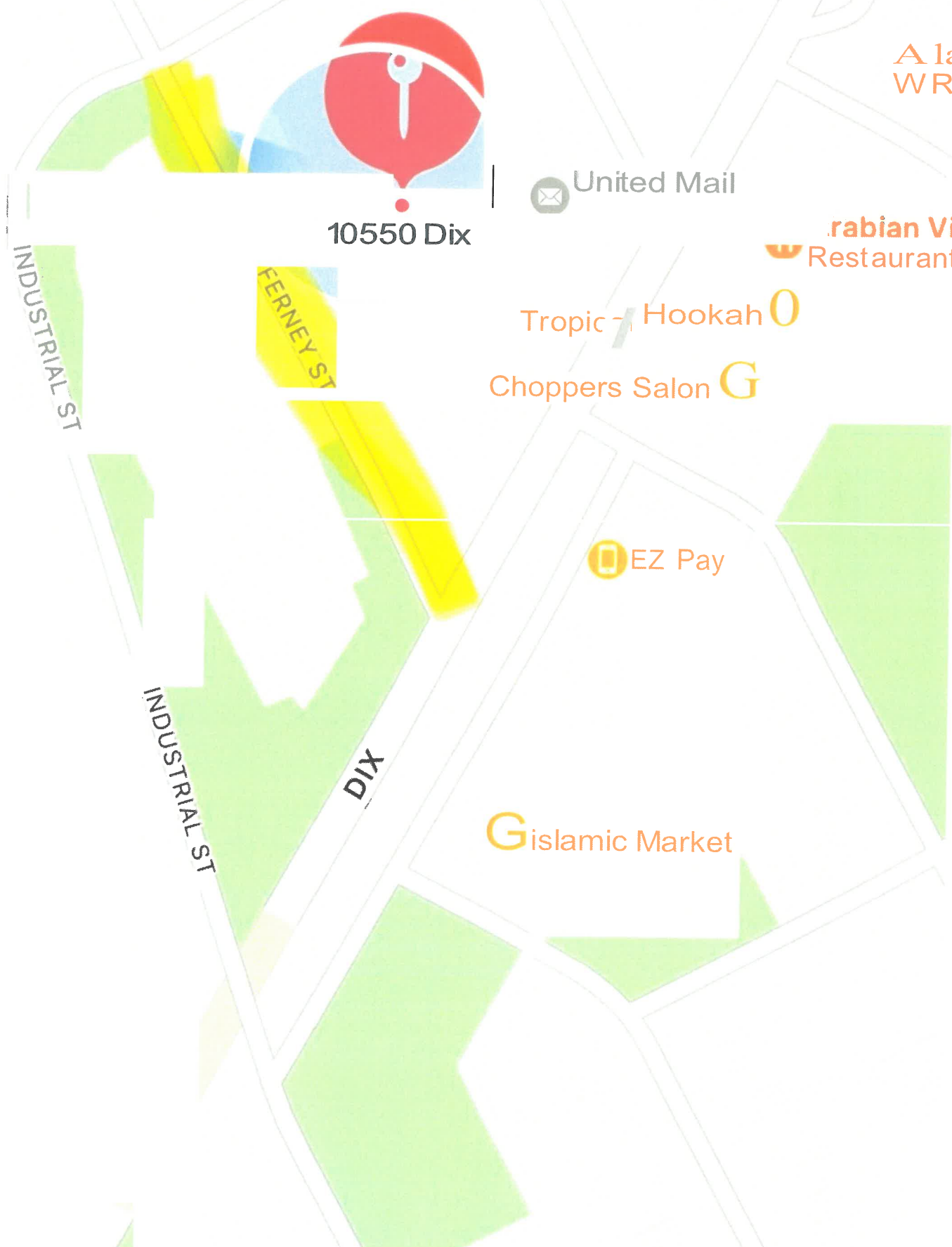
DFS/LOCAL600WOMENSCOMMITTEE

Dave's Sausage @  
Factory

ST

DIX

A la  
WR



10550 Dix

United Mail

Arabian Vi  
Restaurant

Tropic Hookah

Choppers Salon

EZ Pay

Islamic Market

INDUSTRIAL ST

FERNEY ST

INDUSTRIAL ST

DIX





**REQUEST:** The Housing Division of the Department of Public Works and Facilities Department is requesting approval of a two-year contract with Johnson Controls, Inc. for inspections, maintenance, and repair services at the John B. O'Reilly Jr. West and Suzanne Sareini East buildings.

**DEPARTMENT:** Public Works and Facilities-Housing Division, in conjunction with Purchasing

**BRIEF DESCRIPTION:** The Purchasing Department recommends the competitive purchase of inspections, maintenance, and repair services from Johnson Controls, Inc., which submitted the lowest responsive and responsible bid and has provided similar services to the city in the past. The fully executed contract shall be for the term of two years with up to three, one-year renewal options.

---

**PRIOR COUNCIL ACTION:** CR 08-445-22 Approved Johnson Controls, Inc. to handle mechanical services for contractual equipment, and Allied Building Services to handle mechanical services for non-contractual equipment. This request will make Johnson Controls, Inc. the sole vendor for both types of equipment.

---

**BACKGROUND:** The Housing Department requires an outside contractor to perform mechanical systems inspections, preventive maintenance, and repairs in order to maintain the mechanical systems. The equipment, which is the responsibility of the contractor under this agreement, consists of the boilers, chillers, pumps, ventilation equipment, and controls along with associated piping and valves as listed in the contract. Bi-weekly inspections, monthly preventative maintenance, and as-needed corrective maintenance services are conducted in order to identify and correct present or potential problems and to ensure system integrity. Because of the large scope of work, it is impractical for City staff to efficiently perform the services covered under the proposed contract.

---

**FISCAL IMPACT:** Requested Amount: \$349,056.24 (Year 1 \$171,594.16, Year 2 177,462.08) for the initial two-year contract period, which shall be charged to the Senior Apartments Operating Fund, Housing, Repair and Maintenance budget.

---

**COMMUNITY IMPACT:** The heating, cooling, ventilation, and water distribution systems are critical to providing a proper living environment for our residents. Inspection and maintenance of these systems ensure the safety and comfort of the residents and provide early identification of equipment requiring replacement or in need of repair.

---

**IMPLEMENTATION TIMELINE:** Immediate to avoid gaps in service.

---

**COMPLIANCE/PERFORMANCE METRICS:** Inspection reports and service requests are reviewed by the Housing Facilities Supervisor to ensure compliance with contract requirements



**TO:** City Council  
**FROM:** City Administration  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Award of Contract for Mechanical Systems and Monthly Maintenance and Repair at the John B. O'Reilly Jr. West and Suzanne Sareini East buildings  
**DATE:** September 23rd, 2024

---

**Budget Information**

Adopted Budget: \$400,000  
Amended Budget: \$455,272  
Requested Amount: \$171,594.16 in FY2025 and \$177,462.08 in FY2026 contingent upon the adoption of the respective fiscal year budget. The total contract is not to exceed \$349,056.24.  
Funding Source: Senior Apartments Operating Fund, Repair & Maintenance, Buildings  
Supplemental Budget: N/A

**Summary of Request**

Purchasing, on behalf of the Housing Department, recommends the competitive purchase of Monthly Maintenance and Repair of Equipment at the John B. O'Reilly Jr. West and Suzanne Sareini East buildings, from Johnson Controls, Inc. The contract shall be for a term of two years with up to three, one-year renewal options. The value of the contract is not expected to exceed \$349,056.24 (Year 1 \$171,594.16, Year 2 177,462.08) for the initial two-year contract period, which shall be charged to the Senior Apartments Operating Fund, Housing, Repair and Maintenance budget. Future funding is contingent upon the adoption of the respective Fiscal Year budgets.

It is respectfully requested that Council authorize the award and the three one-year renewals. The resulting contract shall not be binding until fully executed. Immediate effect is requested in order to avoid gaps in service.

**Background and Justification**

The Housing Department requires an outside contractor to perform mechanical systems inspections, preventive maintenance, and repairs in order to maintain the John B. O'Reilly Jr. West and Suzanne Sareini East buildings mechanical systems. Bi-weekly inspections, monthly preventative maintenance, and as-needed corrective maintenance services are conducted in order to identify and correct present or potential problems and to ensure system integrity. Any repairs worth more than Council threshold will be competitively solicited separately from this contract. Because of the large scope of work, it is impractical for City staff to efficiently perform the services covered under the proposed contract.

**Procurement Process**

Purchasing solicited proposals with process details as follows:  
Process: Request for Proposal (RFP)  
Issue Date: August 15th, 2024



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

Solicitations Obtained: 19  
 Proposals Received: 4

### Evaluation Results

The proposal was evaluated in depth by the evaluation team. The evaluation criteria included: Experience, Qualifications, Capacity to Provide Full Scope, Work Plan, and Cost. The results are as follows:

Respondent	Total Points
Johnson Controls, Inc.	96
Allied Building Services	85
Lyon Mechanical	75
Thermal Mechanical Services	69

Johnson Control, Inc. was found to have submitted the most responsive and responsible proposal. The procurement process was in accordance with the Procurement Ordinance and all internal policies and procedures. The Purchasing Division requests approval to proceed with the procurement.

### Voting Members:

Signed by:  
  
 5E8D6006D234487...

Dustin Kane, Manager, Housing Dept


Signed by:  
  
 E504F00B54AD425...

Tim Supinger, Fed Housing Exec Director

DocuSigned by:  
  
 0F208EA071914BE...

Azizah Jamil, Capital Facilities Coordinator

### Resource Members:

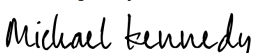
Signed by:  
  
 00F29CF080BD4ED...

Megan Davis, Accountant II

Signed by:  
  
 7D2E1C2C4D89410...

Jason Pich, Buyer

### Budget Approval:

DocuSigned by:  
  
 F77919D1421447F...

Michael Kennedy, Finance Director

### Corporation Counsel Approval:

DocuSigned by:  
  
 E7A573BA25E3460...

Jeremy J. Romer, Corp Counsel



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

---

### Immediate Effect Requested

**REQUEST:** Request to renew ongoing software maintenance from Tyler Technologies

**DEPARTMENT:** Department of Public Works & Facilities, In Conjunction with Purchasing

**BRIEF DESCRIPTION:** Purchase ongoing maintenance for the customer information system for the period of October 1, 2024 through September 30, 2025. The Utility Division's customer information system software New World ERP, is a billing package that generates all the water bills for the city. The yearly maintenance for this service is up for renewal.

---

**PRIOR COUNCIL ACTION:** CR#08-502-22 – Approved a one-year ongoing maintenance renewal  
CR#10-513-23 – Approved a one-year ongoing maintenance renewal

---

**BACKGROUND:** This maintenance agreement from Tyler Technologies is for the Utilities Division customer information system software, which is the billing package used to generate all water bills for the City. The original purchase was authorized by Council Resolution 2-88-09 and the software went live in July, 2012. The Utility Division is currently using the software system for the water bills and ongoing maintenance with no issues.

---

### FISCAL IMPACT:

Requested amount \$50,758.02

---

### COMMUNITY IMPACT:

- Water bills received timely.
  - Water bills accurate and up to date.
- 

**IMPLEMENTATION TIMELINE:** Immediate effect for ongoing service

---

### COMPLIANCE/PERFORMANCE METRICS:

- The Utility Manager will make sure the maintenance of the software is up to date.



# FINANCE

## EXECUTIVE SUMMARY AND MEMORANDUM

---

**TO:** City Council  
**FROM:** City Administration  
**VIA:** Mayor Abdullah H. Hammoud  
**SUBJECT:** Request to renew ongoing software maintenance from Tyler Technologies  
**DATE:** September 23, 2024

---

### **Budget Information**

Adopted Budget: \$110,000  
Amended Budget: \$110,000  
Requested Amount: \$50,758.02  
Funding Source: Water Fund, Public Works, Software Service  
Supplemental Budget: N/A

### **Summary of Request**

Purchasing, on behalf of the Department of Public Works & Facilities, recommends the purchase of ongoing maintenance for the Utility Division's customer information systems for the period of October 1, 2024 through September 30, 2025 from Tyler Technologies, which has provided this service for the City in the past.

It is respectfully requested that Council authorize the purchase. Immediate effect is requested to avoid any lapse in service.

### **Background and Justification**

This maintenance agreement from Tyler Technologies is for the Utilities Division customer information system software, which is the billing package used to generate all water bills for the City. The original purchase was authorized by Council Resolution 2-88-09 and the software went live in July, 2012.

### **Process**

This procurement is in accordance with Section 2-568(b)(6)b, Sole Source Procurement, of the Code of the City of Dearborn.



# FINANCE

# EXECUTIVE SUMMARY AND MEMORANDUM

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Jeremy J. Romer, Corporation Counsel



## LAW

### EXECUTIVE SUMMARY AND MEMORANDUM

ORDINANCE NO. 24-1826

CITY CLERK, DEARBORN MI  
2024 SEP 23 AM 10:08

**REQUEST:** Amend the "Public Tree Ordinance", Code of Ord. Ch. 17, Art. VI, Sec. 17-242

**(A companion amendment is also being made to the "Tree Licensing Ordinance", Ch. 12, Art. XXIV, which has final reading on 9/24/24)**

**DEPARTMENT:** Law and Department of Public Works

**BRIEF DESCRIPTION:** At Council's request, a number of amendments have been made to the City "Tree Licensing Ordinance" in Ch. 12, Art. XXIV of the City Code. As a result of some of those changes, Ord. Sec. 17-242 must be updated.

Sec. 17-242 regulates the planting of trees along and within the boundary lines of streets, and in front of or adjacent to lots or parcels of land abutting upon streets (i.e., the curb strip or "easement"). It requires trees to be planted along the curb strip or easement, and mandates that residents directly adjacent to the curb strip pay for trees planted there.

This requirement is being amended in the "Tree Licensing Ordinance" to allow residents adjacent to the curb strip to waive the planting the planting requirement (See companion memo, Sec. 12-1106(b)).

**PRIOR COUNCIL ACTION:** Sec. 17-242 was adopted in 1981

**BACKGROUND:** The proposed amendments are being made in conjunction with amendments to the "Tree Licensing Ordinance", Ch. 12, Art. XXIV of the Code.

**FISCAL IMPACT:** The requirement that residents pay for trees planted in the curb strip is being removed, so the City will be solely responsible for those costs. .

**COMMUNITY IMPACT:** Residents can waive the requirement to have trees planted in the curb strip directly adjacent to their property.

**IMPLEMENTATION TIMELINE:** Ordinance amendments require two readings

**COMPLIANCE/PERFORMANCE METRICS:** N/A

9/24/24  
INTRO:  
ALS  
TABLE:  
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**LAW**

**EXECUTIVE SUMMARY AND MEMORANDUM**

**TO:** City Council

**FROM:** Corporation Counsel

**VIA:** Mayor Abdullah H. Hammoud

**SUBJECT:** Amendments to "Public Tree Ordinance"

**DATE:** September 20, 2024

**I. BACKGROUND FOR SEC. 17-242**

Ord. Sec. 17-242 regulates the planting of trees within the curb strip or easement commonly located between the sidewalk and street. Under the ordinance, residents are required to plant trees in this area at their own expense. If the City plant trees in this area residents are required to pay for the planting. If residents fail to pay, that cost plus 10% gets added as a lien on the property. The ordinance was originally adopted in 1981.


**II. WHY DOES SEC. 17-242 NEED TO BE AMENDED?**

Sec. 17-242 must be updated to reflect proposed changes to the City's "Tree Licensing Ordinance" (Ch. 12, Art. XXIV of the Code). Specifically, the addition of language to Sec. 12-1106 of the "Tree Licensing Ordinance" means that residents can waive the planting requirement for the curb strip (or easement) adjacent to their property and between the sidewalk and street.


Since the waiver is being added to Sec. 12-1106, the mandatory planting requirement in Sec. 17-242 must be removed to avoid a conflict. In addition, language in Sec. 17-242 that requires residents to pay for the planting, or have it added as a tax lien with interest, is also being removed to reflect the City's current practice of planting these trees at no cost to the resident adjacent to the curb strip.

A copy of the proposed amendment is attached for review.

Respectfully submitted,

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**BRADLEY J. MENDELSON**  
 Deputy Corporation Counsel

**APPROVAL/CONCURRENCE:**

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 Director, Department of Public Works



ORDINANCE NO. 24-1826

**AN ORDINANCE TO AMEND CHAPTER  
17, ARTICLE VI, SEC. 17-242 OF THE  
CODE OF THE CITY OF DEARBORN,  
ENTITLED "PUBLIC BENEFIT  
DECLARED; OBLIGATION OF  
PROPERTY OWNER."**

**THE CITY OF DEARBORN ORDAINS TO:**

**Amend Chapter 17, Article VI, Sec. 17-242 of the Code of the City of Dearborn by amending to read as follows:**

Sec. 17-242. - Public benefit declared; obligation of property owner.

Planting and caring for trees and shrubs, or either of them, along and within the boundary lines of streets and public places in the city and in front of or adjacent to lots or parcels of land abutting upon streets and public places for the purpose of beautifying such streets and public places are hereby declared to be public improvements which benefit the lots and parcels of land abutting upon or adjacent to such streets and public places along which such trees and shrubs, or either of them, are planted. ~~Every owner of any such lot or parcel is hereby obligated to plant any such tree; provided, however, that if any such owner does not plant or pay for the planting of any such tree, and if the city plants or causes to be planted any such tree, the cost thereof, together with an additional ten percent of such cost for overhead, shall be chargeable to and paid for by the abutting owners of the land so improved and benefited, and shall be a charge against and a lien upon such land.~~

(Ord. No. 81-140, § 1, 11-4-81)